



Town of Mansfield, Connecticut

Annual Report



Fiscal Year 2014-2015

Dedication



Elizabeth “Betsy” Paterson

During her 20 years of dedicated public service, Betsy worked tirelessly to represent the Town of Mansfield. First elected to the Town Council in 1997, Betsy was elected Mayor in November 1999. She continued to serve as Mayor for 16 years, until her retirement from the Town Council in November 2015. Betsy notably represented Mansfield on a number of regional and state-wide entities, including the Connecticut Conference of Municipalities, for which she is a past President, the Connecticut Interlocal Risk Management Agency (CIRMA), the Windham Region Council of Governments and the Eastern Highlands Health District.

During her long tenure as Mayor, Betsy was instrumental in the creation of the Mansfield Downtown Partnership and Storrs Center. She also contributed greatly to the development of a strong working relationship between the Town and the University of Connecticut.

We thank her for her contributions to the Town of Mansfield and wish her the best of luck in her retirement from the Council.

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Picture contributions courtesy of Mansfield Tomorrow, Mansfield Downtown Partnership Inc., Jennifer Kaufman, Erica Sledge, Mary Stanton, Kim Bova Photography, and James D. Gilligan.

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Upcoming Events

Storrs Farmer's Market: Open every Saturday from May through November on the front lawn of the Mansfield Town Hall and two Saturdays a month from December through April in the Buchanan Auditorium at the Mansfield Public Library. www.storrsfarmersmarket.org

Annual Town Meeting: May 10, 2016; 7:00 PM; Mansfield Middle School Auditorium

Memorial Day Parade: May 30, 2016; Bassetts Bridge Road/Rt. 195 to Mansfield Center Cemetery (rain location: Mansfield Middle School gymnasium)



Celebrate Mansfield Festival: September 18, 2016; Mansfield Town Square
The festival features a wide variety of activity booths hosted by Mansfield-located businesses, community organizations, sports teams, and clubs—there's something fun for everyone!

John E. Jackman Tour de Mansfield: June 2016; Join local cycle teams in a race through the historic villages of Mansfield. All abilities are welcome!



Winter Welcome:
December 2016; Mansfield Town Square
Welcome Winter with holiday treats, sales, and specials...even a visit from Santa Claus!

GET
INVOLVED!



The Town of Mansfield relies heavily on volunteer citizens for good government. These citizens serve on committees along with town staff and other appointed members. They play an important role in the life of our community.

Some committees meet regularly, once or twice a month, others quarterly or rarely. Several require expertise, time, and work. Others draw upon the general common sense and community knowledge of their members, requiring less time and dedication. Terms of office are generally two years, with opportunities for reappointment.

We welcome you to go online and find out more about how you can play a role in making Mansfield a better place to live.

You can volunteer by filling out the [online form](#) at the Mansfield website or for more information contact Mary Stanton, the Town Clerk, at 860-429-3302, or at stantonML@mansfieldct.org



www.MansfieldCT.org



**Mansfield
TV 191**

Town of Mansfield



Audrey P. Beck Municipal Building
4 South Eagleville Road
Mansfield, CT 06268

HOURS

M/T/W.....8:15 am to 4:30pm

Thursday.....8:15am to 6:30pm

Friday.....8:00am to 12:00pm

The Audrey P. Beck Municipal Building is located at the junction of Storrs Road (Rte. 195) and South Eagleville Road (Rte. 275), one-quarter mile south of the University of Connecticut Campus.

The Mansfield Public Library, the Mansfield Board of Education, the Mansfield Community Center, the Animal Shelter, the Mansfield Senior Center and the Mansfield Transfer Station follow their own established schedule of operations.

Facts & Figures

Area: Mansfield is 45.5 square miles.

Population: In 2013, Mansfield had an estimated population of 25,774 (Source : CT DPH).

Registered Voters: As of November 30, 2015, Mansfield had 11,082 registered voters:

Democrat: 4,414; Republican: 1,414; Unaffiliated: 5,112; Other: 142

Form of Government: Mansfield has a Council-Manager form of government, in addition to an annual town meeting. The 2016 Annual Town Meeting will be held May 10th, 2016.

Tax Rate: The rate for Fiscal Year 2014/2015 was 29.87 mills.

Net Grand List: In Fiscal Year 2014/2015 Mansfield's net grand list was \$1,026,856,306.

Fire Protection: Mansfield has 3 fire stations with a combination of volunteer and paid personnel.

Police Services: Mansfield provides police services through a combination of resident state troopers and part time officers.

Schools: Mansfield has 3 elementary schools (Grades PK-4) - Goodwin, Southeast and Vinton; one middle school (Grades 5-8) - Mansfield Middle School; and one regional high school (Grades 9-12) - E.O. Smith High School.

[Explore Mansfield]

Thanks to the Public Works Department, residents now have access to detailed property and geographic information through our MainStreetMaps GIS portal!

MainStreetMaps
Mansfield Web GIS

Town Council

Paul M. Shapiro, Mayor

The Town of Mansfield operates under the Council-Manager form of local government, with the Town Council acting as the legislative and policy-making body and exercising all powers of the Town except those specifically vested elsewhere by town charter or state statutes. The nine-member Town Council is elected biennially on an at-large basis. Council members serve without pay and elect one of their fellow members to serve as Mayor. The Town Council conducts its regular meetings on the second and fourth Monday of each month, and holds special meetings as needed. The Council also has three standing committees - Committee on Committees, Finance and Personnel. Ad hoc committees are appointed to review particular issues and submit recommendations to the full Council.

The Town of Mansfield is a member of the Connecticut Conference of Municipalities, the Eastern Highlands Health District, the Mansfield Downtown Partnership, the National League of Cities and the Capitol Region Council of Governments.

Achievements for FY 2014-2015:

- Maintained active involvement with the Mansfield Downtown Partnership (three Council members currently sit on the Partnership's Board of Directors) and monitored progress with the Storrs Center development.
- Conducted successful community education program that led to approval of Four Corners Area Sanitary Sewer project at referendum held in November 2014.
- Continued to serve on a number of Council advisory committees such as but not limited to Sustainability, Four Corners Water and Sewer and Town-University Relations.
- Adopted or amended policies, regulations and ordinances. Amended the Housing Code to expand the housing inspection zone town-wide and adopted Use of Town Attorney Policy. Adopted revisions to the Parks Rules and Regulations; parks are now tobacco free.
- Members of Ad Committee on Responsible Contracting Committee completed review of responsible contracting in the context of larger public works projects; the committee ultimately declined to adopt an ordinance but did amend certain administrative purchasing procedures.
- Formed an ad hoc committee and began to review police service delivery options.
- Represented Mansfield at state legislature, CCM, EHHD and NLC. Testified to various committees of the General Assembly and communicated regularly with Mansfield's state delegation to preserve state funding for Mansfield and other municipalities, and to advocate in support or opposition to other bills of importance to the Town.
- Published a Citizen's Guide to the Budget – 2015 Edition and an expanded version of the May 2015 Mansfield Minute. The expanded Mansfield Minute provided information presented at the annual Town Meeting on the FY 15/16 budget.
- Formally joined Capitol Region Council of Governments (CRCOG) on July 1, 2014.
- Initiated a comprehensive financial controls assessment.
- Participated in Mansfield Tomorrow planning initiative.

Town Council

Plans for FY 2015-2016:

- Establish policies, procedures, relationships and infrastructure that support a vibrant, diverse and sustainable business community in Mansfield, in accordance with sound land use and Smart Growth principles.
- Maintain high quality, holistic education for all of Mansfield's youth while celebrating the individuality of each child.
- Responsibly manage available financial resources to maintain quality services that are responsive to community needs.
- Work with stakeholders to preserve and maintain open space and viable working farms.
- Improve quality of life for all residents and stakeholders regardless of (dis)abilities, gender, race, religion, ethnicity, or socio-economic status.
- Embrace sustainability as a principle in decision making.
- Conduct orientation and goal setting with newly elected Council following the November 2015 election. Review and adopt Rules of Procedure. Appoint a Town Attorney.
- Review and discuss policy options through the work of ad hoc committees: ordinance review; police services; and rental housing. Complete the Mansfield Tomorrow initiative which will replace Mansfield 2020 as the strategic vision for the community.



2016 Meeting Schedule

January 11 and 25
February 8 and 22
March 14 and 28
April 11 and 25
May 9 and 23
June 13 and 27
July 11 and 25
August 8 and 22
September 12 and 26
October 13 and 24
November 14 and 28
December 12 and 27

Town Manager's Office

Matthew W. Hart, Town Manager

The Town Manager is appointed by the Town Council to serve as the chief executive officer of the Town, and is charged with implementing Council policy and overseeing the work of all Town departments. In addition, the Town Manager serves as the Director of Public Safety, the Personnel Officer and the legal Traffic Authority. The Town Manager's staff is directly responsible for human resources and risk management, and provides staff support for municipal initiatives, the Town Council, and various advisory boards and committees.

Achievements for FY 2014-2015:

- Continued oversight of award-winning Storrs Center project, including design and construction of public infrastructure. Maintained oversight of parking operations. Completed construction of Town Square.
- Continued oversight of Four Corners Water and Wastewater project. Monitored construction of water supply line by CT Water Company. Conducted successful community education program that led to approval of Four Corners Area Sanitary Sewer project at referendum held in November 2014. Subsequently initiated environmental impact evaluation (EIE) process, continued work on design of sewer collection system and provided support to advisory committee.
- Prepared and submitted FY 2015/2016 operating and capital budgets to the Town Council. Conducted budget workshops, information sessions and coordinated annual Town Meeting. Issued a number of communication pieces to the public on the budget. Revised budget preparation manual and guidelines for staff.
- Assisted Responsible Contracting Committee with completing its review of responsible contracting in the context of larger public works projects; the committee ultimately declined to adopt an ordinance but did amend certain administrative purchasing procedures.
- Provided staff support to the newly created Town Council ad hoc Committee on Police Services. Committee held initial meetings and outlined a course of action.
- Continued oversight of the Fee Waiver program administration, with Parks and Recreation handling the day-to-day administration of the program. During the fiscal year 155 applications were approved for the program, reaching 451 household members in the Mansfield community.
- Represented Town at state legislature and various CCM, CRCOG and related activities, including CCM's annual legislative program for municipalities. Testified to various committees of the General Assembly and communicated regularly with Mansfield's state delegation to preserve state funding for Mansfield and other municipalities, and to advocate in support or opposition to other bills of importance to the Town.
- Completed RFP process for health and dental insurance services (claims administration and network). After evaluation and analysis, retained services of Anthem for Plan Year 2015.
- Recruited and filled 24 full-time and part-time Town regular positions, 16 of which were new hires and 8 of which were promotions or lateral transfers. A total of 18 recruitments were conducted and 68 applicants were tested.
- Completed negotiations with the professional and technical employees union for a three year successor agreement. Began negotiations with the firefighters union for a successor agreement.

Town Manager's Office

Plans for FY 2015-2016:

- Continue oversight of Storrs Center project to ensure completion of Phase II and groundbreaking for Phase III (Main Street Homes).
- Continue coordination of Four Corners Water and Wastewater project and other environmental initiatives.
- Prepare FY 2016/17 operating budget and capital improvement program designed to fund current services and to promote Council goals. Continue efforts to protect state's obligation to provide PILOT funding.
- Monitor development of UCONN Technology Park and Next Generation CT initiative; work with Town Council to develop policy positions as necessary. Complete fiscal impact study.
- Complete Community Playground Project.
- Introduce web-based Open Mansfield budget and financial analysis program.
- Complete pavement management study and initiate facility needs assessment.
- Continue to implement Near Zero Waste initiative.
- Update personnel policies to promote a culture of ethical behavior, fair and equitable treatment of employees, and compliance with state and federal regulations.
- Provide an employee wellness program that promotes healthy lifestyles and helps the Town manage health insurance claims.
- Provide staff support to recently-formed Council ad hoc committees on ordinance review, police services, and rental housing.



Animal Control

Noranne Nielsen, Animal Control Officer

The Animal Control Division is responsible for the enforcement of State Statues concerning canines, felines, sick wildlife, and for managing the Animal Control Facility. Animal Control responds to complaints from residents concerning dog problems, any animal bites, and/or scratches to humans and impounding of stray dogs. The division also issues infractions, misdemeanors, written warnings, notices to license dogs, notice to vaccinate animals against rabies, notices to spay or neuter cats, strict confinement orders, and disposal orders. In addition, Animal Control is responsible for the redemption of impounded animals, the adoption of or disposal of unclaimed animals. Each year a door-to-door canvas covering one-fifth of the town is conducted in search of unlicensed dogs and unvaccinated and unaltered cats. The main purpose of this survey is to get as many pets as possible vaccinated for rabies. Vaccinating pets puts a barrier against rabies between wildlife and humans.



Achievements for FY 2014-2015:

- Quarantined 7 dogs and 2 cats. Impounded 144 animals of which 46 were reclaimed, 80 were adopted out to new owners, 9 were struck by vehicles, and 16 were too injured or aggressive to place.
- Issued 4 notices to spay/neuter for felines.
- Hosted two University of Connecticut students as interns.
- Finished the door-to-door canvas in search of unlicensed dogs and unvaccinated pets.

{ Quick Facts }

- Pets Impounded: 144
- Adoption Rate: 83.7%
- Complaints Resolved: 1429
- Warnings Issued: 453
- Notices to License: 56
- Infractions Filed: 19
- Active Volunteers: 10

Plans for FY 2015-2016:

- Continue with the volunteer and community service/ senior projects program on a time available basis.
- Continue the UCONN student intern program.
- Continue education to the public and school children. School topics include: dog bite prevention, dangers of rabies, and humane treatment of animals.
- Conduct door-to-door canvas for unlicensed and unvaccinated pets and unaltered cats.
- Implement a regional pet sheltering emergency plan in cooperation with the Director of Emergency Management and the towns of Coventry, Ashford, and Willington.

Board of Education

Kelly M. Lyman, Superintendent

The Public Schools of Mansfield value the important contributions of students and teachers from diverse racial, ethnic and economic backgrounds. As a culturally and socio-economically diverse school district, the Mansfield Public Schools make every effort to provide equal opportunity for all students. We are dedicated to ensuring that all students have access to every program through heterogeneously-grouped classes and multiple levels of access.

Achievements for FY 2014-2015:

- Our elementary schools offer the Spanish language in grades 2 through 4, placing strong instructional emphasis on the cultures of the Hispanic world.
- Beginning in Kindergarten, students may select to receive instruction in The Suzuki String Program.
- At Goodwin School, a Student Backpack Brigade fills backpacks and donates them to needy children and an International Potluck Dinner is held every year.
- At Southeast School, there are enrichment clusters focusing on the cultures of other countries and cultural, musical, and artistic assemblies.
- At Vinton School, students participate in activities such as on-site museum programs and collection of food and health items for local family shelters and soup kitchens.
- Mansfield Middle School is unique in offering four different world languages (French, Spanish, German and Latin), a German and Chinese student exchange program and has as its school motto “MMS CARES – Global Awareness/Personal Kindness.”
- District scores for the state required Smarter Balanced Assessment are charted below.

Percentage of Students Meeting or Exceeding Achievement Level						
	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8
ELA	70%	76%	72%	48%	76%	66%
Math	71%	85%	85%	70%	85%	78%

- Science performance is measured by the Connecticut Mastery Test. Mansfield Public Schools students achieved state goal at the following rate:
Science: Grade 5 – 84%, Grade 8 – 85%
- Improvement plans for all four schools include continuing to implement an assessment and intervention protocol to more closely monitor student achievement.

Board of Education

Plans for FY 2015-2016:

- Engage, motivate and support each student to become confident and successful learners through differentiated instruction and holistic support. Monitor student progress to ensure growth.
- Attract, support and retain qualified, motivated and diverse professional staff by fostering positive, professional learning communities.
- Monitor the District's quality and efficiency of facilities, sufficiency of space, level of security, adequacy of maintenance, and efficiency of student transportation.
- Increase the effectiveness of the Board of Education.
- Plan for long-term fiscal sustainability.

The Mansfield Board of Education has a long-established tradition of equitable distribution of resources to ensure that each school in the district receives the same level of material and financial resources. Assurance that resources are equally shared is fundamental to the purpose of American public education and the Mansfield Public Schools are proud stewards of this national commitment to equity.

Student Enrollment PreK-8						
Grade	Goodwin	Southeast	Vinton	Grade	MMS	District
Pre-K	30	23	33			
K	38	41	46	5	114	
1	38	40	42	6	130	
2	48	45	51	7	137	
3	33	55	51	8	136	
4	39	46	48			
Total	226	250	271		517	1,264

Building and Housing

Michael Nintean, Director

The Department is responsible for the administration and enforcement of the Connecticut Building and Demolition Codes, as well as the Town Housing Code, Litter Ordinance, Nuisance Ordinance and Residential Parking Ordinance. The Building Department accepts and reviews construction documents for all construction projects within the Town with the exception of those on state and federal property. Documents are reviewed to determine compliance with the State Building Code. Staff also coordinates and directs applicants to all other applicable Town departments. Periodic site inspections are conducted to confirm compliance with the submitted documents and the Building Code. Reports are issued if violations are noted and follow-up inspections are conducted to assure code compliance. Upon completion of projects a certificate of occupancy or approval is issued pursuant to state statutes. The Department is also on call 24 hours a day to inspect structures and equipment damaged by fire or accident to determine what if any action is necessary. Staff enforces the Property Maintenance Code as adopted for rental dwelling units within Town. The Department responds to housing complaints on a town-wide basis and inspects approximately 1,600 dwelling units in Mansfield. Complaints are investigated and if violations are observed proper action is taken to assure the abatement of the violation(s) pursuant to the provisions of the Property Maintenance Code. The rental units are inspected once every 2 years as determined by the implementation schedule of inspection.

Achievements for FY 2014-2015:

- All inspectors attended required educational seminars to maintain state license.
- Continued daily Department activity of permitting, plan review, and inspection.
- Maintained Landlord Registry and Rental Certificate zone documentation.
- Continued work on the MCCP Committee including site visits and attendance at the annual Housing Fair.
- Continued implementation of the “Residential Off-Street Parking” Ordinance and “Nuisance House” Ordinance.
- Continued blight patrols to enforce Litter Ordinance.
- Continued work with parking ticket vendor and attended quarterly parking meetings.
- Continued administration of the Building Code for “Storrs Center” project.
- Began live implementation of the CSI permitting software for many municipal functions.

Plans for FY 2015-2016:

- Work with all stakeholders to aid in the construction of Storrs Center.
- Work with all stakeholders to implement the new State Building Code.
- Continue to implement online permitting and code enforcement software.
- Complete staff work on proposed towing ordinance changes and administer as appropriate.



Freedom Green, Mansfield Center

[Quick Facts]

- Building Permits Issued: 687
- Inspections Conducted: 2264
- Certificates of Occupancy Issued: 32

Downtown Partnership

Cynthia van Zelm, Executive Director



Mansfield Downtown Partnership
Helping to Build Mansfield's Future

The Mansfield Downtown Partnership, Inc. seeks to foster the continued development and management of Storrs Center—a vibrant and economically successful mixed-use downtown at the heart of our community. As a public-private partnership, the organization is composed of representatives from the community, business, the Town, and UCONN.

Achievements for FY 2014-2015:

- Opening of Phase 1C (8 Royce Circle) of Storrs Center in August 2014 which includes 92 apartment units and 16,000 square feet of fully leased commercial space. All apartments were leased by April 2014, and 33 new and relocated business were operating by summer 2015 in all built places of Storrs Center.
- Construction began on Phase 2 (five buildings on Royce Circle and Wilbur Cross Way) which includes 204 apartments and 34,500 square feet of commercial space.
- Facilitated zoning permit approval for Phase 3 (“Main Street Homes”) which consists of 10 flats/condos and 32 townhomes. Site work began in spring 2014 with full completion expected in August 2016. Assisted master developer Leyland Alliance with marketing the homes.
- Completed Town Square construction May 2015. Raised approximately \$393,000 in private donations through early summer 2015 towards Town Square art and construction.
- Organized and sponsored weekly art fairs on the Town Square from June to September 2014, and held first Pup Crawl (dog walk) in October 2014
- Assisted Town with operations and management of the Nash-Zimmer Transportation Center including regular meetings to finalize all maintenance related issues, development of policies and procedures for the Storrs Center Ambassadors, and coordination with the Mansfield Public Library to open the Library Express in the Transportation Center.
- Continued to work on transition of the Partnership from a planning organization to a management organization including review of Board structure and funding.
- Held regularly scheduled meetings to ensure effective coordination between UCONN, the Town, LeylandAlliance, EdR, and their contractors. Served as the primary communications venue (press releases, e-mail blasts, Facebook) for the public regarding construction.
- Worked with LeylandAlliance and the Wilder Companies to implement marketing strategy including advertising, ribbon cuttings, signage (parking and tenant), and events (Halloween event in 2014, Winter Welcome in 2014, and weekly music series in summer 2015 for Storrs Center).
- Served as point person for parking issues in Storrs Center. Facilitated quarterly staff parking meetings and staffed Town Parking Steering Committee. Developed annual report of Parking Management Plan. Worked with LeylandAlliance and LAZ Parking to address parking operations, enforcement, and communication issues. Conducted training for and approval of all parking constables.

Downtown Partnership

Achievements for FY 2014-2015:

- Continued to implement and revise operations plan for Storrs Center private and public infrastructure. Developed draft of potential ordinances for management of the public spaces in Storrs Center including the Town Square.
- Initiated branding project of Downtown Storrs with UCONN Digital Media and Design class. Logo has been developed for Downtown Storrs.
- Organized 11th Annual Celebrate Mansfield Festival featuring musical act Humming House, children's events, the Juried Art Show, and the Celebrate Mansfield Parade.

Plans for FY 2015-2016:

- Complete construction of Phase 3 (Main Street Homes), opening in 2016.
- Complete build out of commercial tenant space in Phase 2 including educational Playcare Daycare Center.
- Hire Transportation Coordinator to develop the Nash-Zimmer Transportation Center as a regional hub for transportation options.
- Finalize policies and ordinances on use of public spaces in Storrs Center.
- Complete Downtown Storrs branding project. Implement plan for management of Storrs Center including revised vision/mission, Board composition, and funding.
- Prioritize and implement recommendations in the Downtown District Public Spaces and Green Infrastructure Master Plan.
- Pursue local, state, federal, and private grant opportunities for planning and construction at Storrs Center and projects and events.
- Monitor and assist with solicitation of commercial businesses by LeylandAlliance.
- Work with Town of Mansfield to hold 11th Annual John E. Jackman Tour de Mansfield in June 2016.
- Coordinate 12th annual Celebrate Mansfield Festival, and 2nd Pup Crawl.
- Hold 3rd Annual Winter Welcome festivities in December 2015 and sponsor trick or treating in downtown Storrs in October 2015.
- Review Partnership sponsored events and continue to implement process of other organizations sponsoring events on the Town Square. Develop funding strategy for events.



Robert Miller, Director

The Towns of Bolton, Coventry, and Mansfield established the Eastern Highlands Health District on June 6, 1997 as a cooperative effort to pool their resources and create a regional full-time professional health department. Reducing costs and improving both the scope and quality of public health services in the community were the objectives of establishing the District. Seven more towns joined between 2000 and 2005: Andover, Ashford, Chaplin, Columbia, Scotland, Tolland and Willington. The Eastern Highlands Health District is committed to enhancing the quality of life in its communities through the prevention of illness, promotion of wellness, and protection of our human environment. The pursuit of this mission is realized by assuring that other community agencies provide certain public health services within the region and by providing specific public health services directly. The services directly provided include a communicable disease control program, public health education, community assessment and public health planning, emergency preparedness and a comprehensive environmental health program. The main components of the environmental health program include on-site subsurface sewage disposal permitting, complaint investigation program, food establishment licensing and inspection, and environmental monitoring program.

Achievements for FY 2014-2015:

- Adopted an operating budget of \$791,691 for FY 15/16, which is a 3.3% increase from the previous fiscal year.
- Executed contract and kicked off project with ViewPoint Government Solutions to provide online permit application, tracking, and mobile inspection support services.
- Awarded a \$100,000 grant from the American Planning Association to implement the Plan4Health initiative.
- Milestones in public health emergency preparedness activities for this year included: ebola monitoring and response; medical reserve corps drill in June; and various updates for public health emergency preparedness plans.
- Salient projects and initiatives in support of specific member towns included: technical and public informational support of the proposed Four Corners community sewer project (Mansfield); reviewed and commented on proposed tank pumping ordinance (Columbia); provided technical support to DEEP grant proposal to protect Crandall's Pond watershed (Tolland); ongoing support of lower Bolton lake sewer project (Bolton); Tobacco Free Open space initiative (Coventry, Mansfield).
- Communicable disease control activities included review and follow up (as needed) of 1,553 case reports. Conducted 10 disease outbreak or individual case investigations.

[Quick Facts]

- Septic Permits Issues: 34
- Well Permits Issued: 32
- Complaints Investigated: 40
- Environmental Samples Taken for Lab Analysis: 50
- Food Establishment Inspections: 264
- B100a Building Permit Reviews: 60
- Test Pits and Perc Tests Conducted: 124

Plans for FY 2015-2016:

- Facilitate reorganization of the main health district office record keeping, workstation, and storage.

Emergency Management

Francis Raiola, Director

Emergency Management works to: prevent and minimize the loss of life and property due to a natural or technical disaster; reduce the amount of personal hardship; ensure that essential services are provided to all residents during and after an emergency or disaster; and encourage the use of preplanning and preparedness to mitigate the effects of disasters and emergencies. Office of Emergency Management reviews plans and seeks guidance from the Emergency Management Advisory Council, holds drills, develops Emergency Operations Plans, and coordinates the Town's response to emergencies or disasters. In addition Emergency Management administers the Town's Hazard Mitigation Plan, and Voice Communications Fund. Emergency Management is administered by the Deputy Chief/Fire Marshal/Emergency management Director.

Achievements for FY 2014-2015:

- Planned, prepared and participated in annual multiple agency state-wide disaster training exercise with focus on mass care and group health facilities response, sheltering, and recovery from hurricane.
- Coordinated preparation of the Emergency Operations Center (EOC) for command, response, respite centers, local sheltering, status of commodities, State DEMHS radio communications and reporting, and recovery from severe weather incidents and power outages.
- Performed several weather watches and warnings during the year for hazards such as flash flood, flood, severe thunderstorms, snowstorms and ice storms.
- Served as a member of the DEMHS (Division of Emergency Management and Homeland Security) Region IV REPT (Regional Emergency Planning Team) and the town Traffic Authority Committee.
- Partnered with the Eastern Highlands Health District to sponsor a joint cooperative emergency preparedness drill exercise with Medical Response Corp and the local area Community Emergency Response Team to establish mobile first aid station and staffing roles for a regional jurisdictional shelter.
- Conducted a refresher of CPR/AED/first aid training and a response procedure drill for Town Hall Medical Emergency Response Team.
- Administered and coordinated the Town's AED program (defibrillators), including but not limited to the maintenance of batteries, and adult and child electrodes, and device replacements.
- Participated in multi-agency Town/UCONN/landlord/business efforts to address emergency management issues at off-campus apartment complexes such as emergency communications, on-site management, policing, parking, security, and crowd control/reduction and matters of public safety.
- Partnered with UCONN for their Millstone Host Community Program and participated in radiological training exercise.
- Submitted applications to DEMHS Region 4 for additional funding allocations under Nuclear Safety Fund and explored other grant options regarding improvements to Town's Emergency Operations Center and radio communications between EOC and UCONN as part of Millstone Host Community.
- Coordinated with Red Cross and other agencies to review the Town's shelter facilities for regional planning.
- Implemented safety and security improvements to municipal buildings including schools, the Town Hall, Animal Control facility. Developed an Emergency Procedures Guide for municipal buildings and organized and provided employee training sessions.

Emergency Management

Achievements for FY 2014-2015:

- Continued to update the Town's Hazard Mitigation Plan under Capitol Region review.
- Led an Emergency Management Directors local (regional) area working group regarding shared sheltering resources.
- Managed the Town's emergency notification system, Code Red.
- Collaborated with Tolland County Mutual Aid Fire Service to conduct cell tower site operations inspections and evaluations regarding upgrades and tactical communications.

Plans for FY 2015-2016:

- Work with the DEMHS Region IV Regional Emergency Planning Team to implement the Federal FY 14 and 15 regional spending plan and to update the regional Emergency Operations Plan.
- Serve as a member of the DEHMS Region IV and the Capitol Region EMD group.
- Continue to train staff to support the Emergency Operations Plan.
- Finalize tower project with UCONN to enhance interoperability communications between the EOC and UCONN.
- Partner with the Mansfield Community Center and American Red Cross to offer disaster preparedness training to the community.
- Continue to administer the U.S. Department of Homeland Security fiscal year grant programs..
- Continue to seek funding opportunities for emergency planning and preparedness initiatives.
- Continue Town and regional emergency planning efforts to enhance the Emergency Operations Plan with a focus on municipal buildings and school crisis response.
- Improve channels of communications with residents during emergency events.
- Finalize plans for standby power systems at essential public buildings to verify that the buildings will be able to operate during extended periods of power outages.
- Further develop partnership with Emergency Management Directors of surrounding towns (Ashford, Coventry and Willington) for delivery of basic needs during and following emergencies or disasters: shared public shelter; training to staff and volunteers regarding shelter operations; and commodities (water, ice, MREs and food services) acquisition and distribution.

Sign Up Now!

**Make sure you register for
Mansfield's Emergency Notification System.**

Emergency Alerts ~ Road Closures

Weather Watches ~ Other Local Info!

CodeRED is the backbone of the Town's emergency planning and communications outreach, sending telephone calls, text messages, emails and social media in an effort to effectively inform residents to protect life and property.

www.mansfieldct.gov/codered

CODE RED®

Facilities Management

Allen Corson, Director

The Facilities Management Department is responsible for the maintenance and repair of Town buildings and equipment. The Department maintains the 4 public schools buildings and over a dozen municipal buildings. Specific duties include: general building repairs; boiler and oil burner maintenance and repairs; well system maintenance; general electrical and plumbing repairs; roof repairs; septic tank maintenance; and building equipment repairs. The Department is staffed with full and part-time custodial personnel and skilled maintenance personnel. The Department also maintains contracts with various vendors to provide annual service on fire and burglar alarms, hood suppression systems, emergency generators, annual boiler cleanings, and providing pest control services. The Department has established an in-house preventive maintenance program to ensure that all buildings and related equipment are kept in good repair. Adequate inventory of maintenance parts and custodial supplies are kept on hand to guarantee uninterrupted use of all facilities.

Achievements for FY 2014-2015:

- Completed approximately 2,000 work orders.
- Continued summer cleaning schedule for all schools and completed ten days earlier than scheduled.
- Replaced the generator at Fire Station #307 and installed a water treatment system for Fire Station #207.
- Removed underground oil tank at the Town Hall.
- Replaced carpet in the Mansfield Middle School Library and installed new flooring in the Public Works building.
- Executed preventive maintenance contract on overhead doors at Fire Stations and Public Works complex.
- Completed scheduled preventive maintenance tasks on boilers and roofs.
- Completed OSHA mandated refresher training courses for Department staff.
- Completed annual asbestos re-inspections and refresher courses for Department staff.
- Installed a new meeting table and completed other room improvements in Council Chamber.
- Installed new cabinets at the Mansfield Discovery Depot Daycare in three classrooms, and replaced old science cabinetry in Room #106 at the Mansfield Middle School.
- Repaired the air conditioners and carpet at the Library.
- Made handicap accessibility improvements to doors at Nash Zimmer Transportation Center.
- Replaced lighting over pool at the Mansfield Community Center and improved outdoor parking lot lighting at Town Hall.

Plans for FY 2015-2016:

- Remove underground oil tank and install gas heat at Fire Station #307, repair floor at Fire Station #107 to support weight of modern fire apparatus, and replace roofing at Fire Station # 207.
- Develop a list of priorities for school needs including repairing sidewalks, replacing carpeting in various rooms, installing new cabinetry in the Middle School rooms, painting metal flashing, and repairing outdoor elements for outdoor school courses.
- Install a grease trap and replace the flooring in the large room at the Senior Center.
- Hire substitute custodians to fill vacancies.
- Explore the feasibility of installing solar panels on the school buildings.
- Complete lead testing on all water systems.
- Continue to do 2,000 work orders per year.
- Conduct a Facilities Study on all town buildings.

Finance

Cherie Trahan, Director

The Department of Finance provides centralized financial management services for the Town of Mansfield, the Mansfield Board of Education, and by contract for the Mansfield Discovery Depot (daycare center), the Mansfield Downtown Partnership, Regional School District #19, and Eastern Highlands Health District. The Finance Department includes the divisions of Accounting and Disbursements, Revenue Collection, and Property Assessment. The Department is responsible for accounting, accounts receivable/payable, payroll, budgeting, revenue collection and property assessment.

Achievements for FY 2014-2015:

- Closed Fiscal Year 14/15 with an increase to fund balance of over \$576,000.
- Prepared the Fiscal Year 13/14 Comprehensive Annual Financial Report for the Town of Mansfield, Regional School District #19 and Eastern Highlands Health District in compliance with all Governmental Accounting Standards (GASB).
- Received Certificate of Achievement for Excellence in Financial Reporting for both the Town and Regional School District #19 for FY 13/14 from the Government Finance Officers' Association (GFOA).
- Received the GFOA's Distinguished Budget Presentation Award for the FY 14/15 budget.
- Completed the annual financial audit for FY 13/14 with an unmodified opinion from the audit firm of Blum-Shapiro & Co, the highest opinion possible.
- Assisted with the preparation of the FY 2015-2016 budget, accounting for a significant reduction in State grants.
- Worked with the consulting division of BlumShapiro to evaluate all financial internal controls and procedures, and to develop a complete updated set of Finance Department Policies and Procedures to be used by all agencies served.
- Maintained a high, stable tax collection rate with a focus on providing pleasant and efficient customer service to our taxpayers.
- Completed the 2014 Revaluation Project and conversion to Vision Government Solutions CAMA database software system.
- Processed 416 real property ownership changes for the October 1, 2014 Grand List. The total net taxable 2014 Grand List, which includes business personal property and motor vehicles, was completed in January, 2015 at a value of \$1,026,856,306.

Plans for FY 2015-2016:

- Prepare the Fiscal Year 14/15 Comprehensive Annual Financial Report for the Town, Regional School District #19 and Eastern Highlands Health District.
- Apply for Certificate of Achievement for Excellence in Financial Reporting and for Distinguished Budget Presentation Award.
- Maintain Mansfield's Aa2 bond rating and strive to obtain the highest rating possible (Aaa) by increasing fund balance reserve.
- Continue to build capacity in the capital improvement program, providing quarterly financial and program updates and assistance with the preparation of a five year capital improvement plan.

Finance

- Provide financial reporting and close out the numerous state and federal grants received for the Storrs Center Project.
- Continue the review of all financial management goals and recommend updates to the Town Council, as necessary, for current GASB requirements and current best practices.
- Maintain a policy of full and open disclosure of all financial activity through the issuance of comprehensive quarterly and annual financial reports.
- Increase the Town's financial transparency with online access to the Town's budget via the OpenGov portal.
- Utilize available tools to encourage more timely payments, such as reminders and demand notices. Gain greater understanding of reasons for repeated delinquencies and work to effect change by working with stakeholders and taxpayers to find solutions.
- Continue to maintain an overall tax collection rate of 98% or higher through increased efficiency and communication with our customers.
- Conduct field inspections in preparation of the October 1, 2015 Grand List per building permit records for new construction, additions, remodels, decks, sheds, garages, etc.
- Provide supporting documentation for tax appeals resulting from the 2014 Revaluation.

2014-2015		
Revenues	Amount	% of Total
Property Taxes	\$ 28,725,800	59.6%
Federal/State Grants	18,430,141	38.2%
Fees for Services	375,099	0.8%
Other Local	680,201	1.4%
Total	\$ 48,211,241	100.0%

2014-2015		
<u>Expenditures</u>	<u>Amount</u>	<u>% of Total</u>
Education	\$31,238,766	65.6%
Public Safety	3,582,399	7.5%
Transfers to Other Funds	3,485,440	7.3%
Town-wide	2,757,267	5.8%
General Government	2,344,734	4.9%
Public Works	2,147,757	4.55
Community Services	1,529,243	3.2%
Community Development	548,745	1.2%
Total	\$ 47,634,351	100.0%

Finance

Top Ten Taxpayers October 1, 2014 Grand List

The list percentages are calculated by dividing the individual property assessment by the October 1, 2014 Net Grand List Total of \$1,026,856,306.

Property Owner	Description	Assessment	% of Taxable Grand List
EDR/Storrs LLC	Apartment Condos	\$ 37,374,400	3.6%
SCT Storrs Center I LLC	Commercial Condos	29,583,600	2.9%
Connecticut Light & Power	Public Utility	23,487,960	2.3%
Eastbrook F LLC	Eastbrook Mall	13,158,500	1.3%
Storrs Acquisition LLC	Apartments	9,676,630	0.9%
EDR Storrs 1C LLC	Apartment Condos	9,354,800	0.9%
UConn/Celeron Square Associates LLC	Apartments	8,935,200	0.9%
Colonial BT LLC	Apartments	6,495,300	0.6%
Hayes-Kaufman Mansfield	Big Y Plaza	5,049,100	0.5%
Glen Ridge Cooperative, Inc	Housing Co-Op	4,545,030	0.4%
Total Top Ten Assessments		\$ 147,660,520	14.3%

Fire and Emergency Services

David J. Dagon Jr., Fire Chief



Fire and Emergency Services provides Fire and Life Safety Education, Fire Suppression, Rescue, and Emergency Medical Services (EMS) to the community. The combination workforce, made up of volunteer and career personnel is supported in its mission by the Mansfield Firefighters Association. The Department operates out of three strategically placed fire stations and records approximately 2,000 calls for service each year.

Achievements for FY 2014-2015:

- One full-time firefighter and six part-time firefighters were appointed to the Department.
- Provided more than 180 hours of training on a variety of topics based on certification requirements or departmental interest.
- Continued regular on-site training at the Storrs Center Development
- Improved the base station communications system at Station 107.
- Evaluated scheduling software to improve efficiency of scheduling firefighters to staff shifts.
- The vendor to construct Tanker 307 was selected. Delivery is estimated for April 2016.
- Continued to staff the EMS (Emergency Medical Service) volunteer Duty Crew program during select weekends. This program provides greater participation opportunities for volunteer members, a reduction in the department's reliance on mutual aid ambulances and greater flexibility regarding resource deployment..
- Continued work on the department's GIS (Geographic Information System) mapping project. The mapping contributed to the department being awarded a grant from the DEEP to install three dry hydrants.
- Received a Utility Terrain Vehicle (UTV) to provide access to patients requiring medical care when located in remote and off-road areas in addition to for use at brush fires.

Plans for FY 2015-2016:

- Complete negotiations with area EMS chiefs of service and Windham Community Memorial Hospital Regional Paramedic Program to ensure continued stability of the paramedic program.
- Continue contracting certification training through the Connecticut Fire Academy to provide professional development opportunities for Department personnel.
- Implement permitting software for the Fire Prevention Division to improve efficiency in Fire Code inspection and enforcement. Utilize this software to determine effectiveness and productivity of the programs.
- Continue the dry hydrant installation and improvement program. Identify additional installation locations and improvements to existing water sources. Seek out grant opportunities when applicable.
- Conduct a career firefighter selection process to fill vacancies in part and full-time positions.
- Continue to evaluate operational staffing levels and assignments to ensure the effective delivery of fire and emergency medical services.
- Maintain emphasis on the development of Geographic Information Systems. Continue researching the technical requirements that will enable response personnel to access GIS information electronically and on demand.
- Enhance the Volunteer Benefits Program to support recruitment and retention efforts and assist in staffing the Department's rank structure with volunteers.
- Continue supporting the Volunteer EMS Duty Crew program. Expand program to include both ambulances when Duty Crew staffing permits.
- Continually review and evaluate Departmental safety policies and operational procedures.

Fire Prevention Division

Francis Raiola, Fire Marshal

The goals of the Fire Prevention Division (Office of the Fire Marshal) are to: prevent unwanted fires and reduce their impact; enforce the fire codes; develop fire safe behavior in our population; encourage the use of built-in fire protection devices; and to provide fire protection resources and expertise to the community. To accomplish these goals the Fire Prevention Division conducts plan reviews, inspects public buildings, performs fire code assessments of structures under construction, provides fire prevention and safety education programs, investigates fires, investigates complaints, and provides voluntary home safety surveys to residents. In addition, the Fire Prevention Division administers the Town's Open Burning Program, Blasting Program, and Underground Petroleum Storage Tank Program.

Achievements for FY 2014-2015:

- In partnership with the Mansfield Board of Education, private schools, and daycare providers presented age appropriate fire, life safety and injury prevention education programs in all pre-K through 5th grade classrooms and at the Regional School District #19. The programs are designed to give students life-long fire and life safety knowledge and skills.
- Provided Fire, Life Safety and Injury Prevention Education programs for the senior community, several businesses, and neighborhoods based programs for the community at large.
- Conducted plan reviews for all new construction and renovation projects town-wide, including but not limited to Storrs Center development.
- Continue to work with the University of Connecticut (Connecticut Water) and the Willimantic Water Works to manage fire hydrants and water supplies for fire protection.
- Oversight and supervision of the Deputy Fire Marshal inspection program.
- Conducted required inspections of apartments, public assembly occupancies, businesses, schools, daycare facilities, group homes, and health care facilities.
- Conducted staff reviews of site plans for Planning and Zoning for compliance with Fire Lane ordinance and emergency access.
- Conducted required fire code inspections for new construction and renovations town-wide, including Storrs Center.
- Continued to administer the Fire Department Records Management System.
- Provided support to Human Services and other town departments for issues related to fire and safety hazards in the community.
- Foster professional relationship with University of Connecticut Fire Marshal and Off-Campus Housing Office through collaborative efforts.
- Investigate all fires and explosions within the Town of Mansfield.

[Quick Facts]

Responded to 2,248 total calls including:

- ⇒ 1,549 rescue/EMS
- ⇒ 249 Mutual Aid
- ⇒ 169 service calls
- ⇒ 123 fire alarms
- ⇒ 75 hazardous condition
- ⇒ 38 fire calls

Fire Prevention Division

Plans for FY 2015-2016:

- Further develop the construction code compliance and inspection program that ensures that all new construction (new buildings, renovations, alterations and additions to buildings) are designed and built in compliance with the applicable codes: conduct construction document review and approvals (Plan Review); conduct periodic new construction progress inspections to ensure that construction is in compliance with the approved plans; and conduct system acceptance and Certificate of Occupancy inspections all aforementioned in an expedited manner.
- Continue to enhance the inspection program for existing buildings and occupancies to ensure compliance with the Connecticut Fire Safety Code and Fire Prevention Code: Conduct complete inventory of existing buildings, including primary use group, as well as additional use groups; and assign inspection frequency based on staff availability, hazards present and in compliance with state regulations.
- Implementation of and staff training on new Town-wide permitting software.
- Establish, train and implementation of standardized fire investigation procedures and reporting among all Fire Marshal staff: develop forms; provide training opportunities; and implement SOG procedures.
- Continue to enhance and expand the fire and life safety education programs that are offered to the community, including but not limited to neighborhood based fire prevention programs. Establish partnership with UCONN Public Safety regarding a College Fire Safety Initiative program.
- Continue to develop and enhance the Fire Prevention Division to better ensure that existing occupancies are in compliance with best practices and state regulations by implementing electronic information systems for data entry, documentation and reporting.
- Continue to have staff participate actively in training to stay current on fire safety laws and regulations and meet mandatory state training requirements.



Housing Authority

Rebecca Fields, Executive Director

Serving the towns of Mansfield, Coventry, Ashford, Willington and Chaplin, the Housing Authority of the Town of Mansfield provides housing assistance to its residents through three programs. It administers the Section 8 Housing Choice Voucher Program funded through the Department of Housing and Urban Development (HUD) and owns and manages two state financed housing communities: a moderate income housing community designed for families, and a moderate income senior housing community designed for those over 62 years of age and those who are younger and disabled.

Section 8 Housing Choice Voucher Program

The federal Section 8 Housing Choice Voucher Program can assist a monthly average up to 149 low and extremely low income families by sharing the cost of their rental payments to private landlords. This program requires annual inspections of each unit to ensure that both families and owners are keeping the unit in good repair and complying with HUD regulations. The Housing Authority is able to assist the towns with the collection of taxes from delinquent landlords, as HUD requires all landlords receiving federal monies to be current with their property taxes.

The utilization rate of the vouchers (i.e. the number of monthly vouchers under contract versus the number of monthly vouchers available for contract) for the year ending December 2015 is projected to be 79.08%, a reduction from the 2014 utilization rate of 80.03%.

The estimated average amount of rental assistance per family for 2015 is \$712 per month; up from \$707 per month in 2014. HUD funding for the Housing Assistance Payment (HAP) averaged \$552 per month per voucher in 2015, an increase from \$548 in 2014. The Housing Authority's reserve account for HAP payments has been reduced to zero as HUD has collected and will hold these reserves for each housing authority, nationally. The Housing Authority will make approximately \$1,007,498 in rental assistance payments on behalf of our participants in 2015 down from \$1,013,731 in 2014. The estimated average number of vouchers used in 2015 is 118 down from 119 in 2014. To utilize all 149 vouchers, more federal funding or lower costs per family will have to be realized. Inadequate HAP funding along with increases in HAP costs continue to reduce our ability to serve low and extremely low income families and individuals.

Administrative fees are tied directly to the number of vouchers leased. Inadequate HAP funding reduced the vouchers leased and thus our ability to earn administrative fees.

The Section 8 waiting list was opened in October 2015. Approximately 3,300 applications were received to fill 250 openings on the waiting list. This was the first year applications were restricted to online only and no paper applications were accepted.

Housing Authority

Holinko Estates

Holinko Estates is a state financed housing community for moderate income families. It consists of 35 rental units for moderate income families which include 21 two (2) bedroom units, 13 three (3) bedroom units and 1 four (4) bedroom unit. Eight of the two (2) bedroom units and one of the three (3) bedroom units are flats with the remaining units being townhouse style apartments.

The waiting list is currently open. There are 28 applicants on the waiting list. The average turn over rate for this housing community is 9 units per year. 10 units turned over in 2014 and 10 units will turnover in 2015.

The Housing Authority continues to search for ways to increase affordable housing in Mansfield and is pursuing the expansion of Holinko Estates in the near future.

Wright's Village

Wright's Village is a state financed housing community for moderate income seniors and younger disabled individuals. It consists of 40 one (1) bedroom units. 30 units were built in 1979/1980 and 10 were built in 1984/1985. There have been considerable upgrades and repairs or replacements made to this community over the past eleven (11) years including, interior and exterior lighting replacement, bathtub conversions to walk-in showers in 13 units, and refrigerator and stove replacement. The property is generally in good condition and reserves are being accumulated for future capital repairs. Solar panels were installed in 2010 which help to reduce and control the cost of the site lighting and have eliminated all electrical costs for the office.

The Housing Authority is a recipient of two annual grants provided by the Connecticut Department of Housing. The Resident Service Coordinator grant funds a 5 hour per week position which provides tenants with help to access needed services. The Elderly Rental Assistance Program grant supplements the monthly rental costs for residents that would otherwise be required to pay more than 30% of their monthly adjusted income for base rent.

The waiting list is currently open. There are currently 28 applicants on the waiting list. The average turn over rate for this housing community has been 6 units per year. 5 units turned over in 2014 and 3 units will turnover in 2015.

Other Business

The Housing Authority continues to manage the assets and property of the Mansfield Nonprofit Housing Development Corporation. Development of its property is also under consideration to increase affordable housing in Mansfield. The Housing Authority will earn a management fee under this agreement.

Human Services

Patricia Schneider, Director

The Department of Human Services provides services to all ages of Mansfield residents in order to promote independence, personal enrichment and an enhanced quality of life. The Department consists of three service divisions – Adult and Administrative Services, Senior Services, and Youth Services. General Fund expenditures are supplemented by grants and contributions from many public and private sources that provide support for Departmental programs as well as services to individuals and families in need.

Adult & Administrative Services

Adult Services include information, referral and counseling relating to a wide range of concerns and problems. Emergency financial assistance is provided from the Special Needs Fund, which is supported by private donations. Staff serves as the Municipal Agent for the Elderly, Fair Housing Officer, and Veterans Services Officer.

Achievements for FY 2014-2015:

- Provided case management, referral and direct assistance to 612 residents.
- Provided emergency financial assistance and food pantry assistance for a total of 81 households.
- Assisted 244 persons who are elderly or disabled to apply for State tax relief programs.
- 231 families received holiday assistance consisting of food, gifts, and cash assistance from a variety of donors. 49 families with a total of 113 children benefited from the Adopt-A-Family holiday gift program.
- Continued to make process improvements to the campership and holiday giving programs. Planned expansion to a new Back to School Program for fall of 2015.
- Successfully recruited and hired highly qualified new staff to fill vacancies.

Plans for FY 2015-2016:

- Coordinate community fundraising initiatives related to Special Needs, Camperships, Back to School and holiday donations and other Departmental funds.
- Successfully recruited and hired highly qualified new staff to fill vacancies due to retirement and transitions of key staff members.
- Continue to review and update as needed Department policies and procedures.
- Create and instituting tools to evaluate outcome measures of select programs.



Human Services—Senior Services

Senior Services provides opportunities for seniors aged fifty-five and over to maintain and improve their physical, mental, social, and emotional well-being so that life is stimulating, full, and enjoyable. Seniors are involved in various creative, educational, recreational, and social activities at the Mansfield Senior Center.

Achievements for FY 2014-2015:

- 176 seniors became members of the Mansfield Senior Center Association during this year. There are 1,424 registered members of the Mansfield Senior Center Association.
- 6,039 individuals registered on the Myseniorcenter database program.
- Volunteers provided 8,702 hours of volunteer time from July 1, 2014 to June 30, 2015.
- Served 5,405 congregate subsidized meals to seniors at the Senior Center. 3,348 meals were delivered to home-bound seniors through the meals-on-wheels program and 1294 cold meals were delivered.
- Sponsored intergenerational activities were held in cooperation with E.O. Smith High School, Mansfield Middle School and UCONN.
- 135 seniors and community members attended the Annual Veterans Day Tribute on November 10th, 2014.
- 225 seniors received assistance with tax preparation.
- 80 seniors received flu shots and 8 seniors received shingles and/or pneumonia vaccinations.
- Offered health assessments, screenings and preventative care at the Wellness Center. VNAEast provided care to 27 patients for 46 visits; the podiatrist treated 116 patients for 211 visits. 53 seniors participated in massage, meditation, mini-spa and reiki services.
- Continued the Blood Pressure Clinic with funding from the Herrmann Trust. 48 unduplicated seniors participated for 69 visits.
- 13 seniors participated in the monthly Low Vision Support Group for a total of 41 visits.
- Hosted 1 undergraduate student intern at The Mansfield Senior & Wellness Center.
- Volunteer Transportation Program has 12 volunteer drivers and has met 198 transportation requests.
- 298 Seniors participated in 72 day trips with the Town Senior Center Van during the year. There are currently 2 part-time grant funded drivers and 2 volunteer drivers.
- Summer evening programs were held in May, July and August of 2014 and in June of 2015.
- National Senior Center Month was celebrated during the week of September 8th through 12th, 2014.

Plans for FY 2015-2016:

- Provide programs that promote and stimulate healthy living options for the senior residents of Mansfield.
- Continue to offer programming that attracts new seniors and increase total participation at the Mansfield Senior Center to 18,000 visits per year.
- Continue the Self-Assessment Process of the National Senior Center Accreditation (18 month process).

Human Services—Youth Services

The Youth Services Division provides programs that respond to the needs of Mansfield youth and their families. These programs support and advocate for the social and emotional development of the Town's youth. Clinical services include: individual counseling; family counseling; group counseling, crisis intervention; psychiatric assessment; medication management; and multi-family therapy group. Staff also serves as the social workers for the public schools.

Early Childhood Services focuses specifically on the needs of families with young children ages birth through eight, and includes school readiness, information and referral and community planning. Staff oversees the State Department of Education's School Readiness grant, and the William Caspar Graustein Memorial Fund Discovery grant.

Achievements for FY 2014-2015:

- Provided youth and parents with approximately 2,648 therapeutic contacts, with 297 youth receiving one or more clinical service.
- Received continued funding from NECASA and the State Department of Education Enhancement grant, enabling continuation of the Grandparents Raising Grandchildren group serving 31 participants, as well as the Cope Program which serves 62 children in 3 different elementary schools. An in-school counseling program at the Middle School was started.
- Trained, managed, and assigned 65 volunteers to individual clients and programs.
- In collaboration with the Mansfield Middle School, expanded the LEAP initiative to assist fourth grade students moving to the Middle School.
- Attended the Peers Are Wonderful Support (PAWS) regional conference with Mansfield 8th grade students who participate in the Big Friend's Program.
- Continued Grief Support Group to help grieving families, Women in Transition Group to support mothers who are experiencing a variety of changes in their lives, and Grandparents Raising Grandchildren Group.
- Began a Mommy and Me program to offer support and assistance for mothers of preschool children.
- Awarded \$50,000 Discovery grant from the William Caspar Graustein Memorial Fund to support implementation of Mansfield's plan for Young Children, \$10,000 of which was used to build a website.
- Continued the 17th year of the Mansfield School Readiness grant, supporting children receiving care at one of four nationally accredited centers.
- Worked with Signature Brand Factory to design a website for Mansfield's Advocates for Children (MAC) with the goal of publicizing MAC as a resource for families of children aged birth to 8 years old.
- Continued to support the building of a community-built playground, and worked closely with the MAC ad Hoc playground committee on this initiative.

Plans for FY 2015-2016:

- Improve the present level of services provided to youth and families by building the capacity of the program to respond to an increased demand for services.
- Collaborate with Parks and Recreation and the Library to facilitate positive youth development programs and services for youth.
- Successfully implement Mansfield's Plan for Young Children, utilizing consultants as needed. Implement Results Based Scorecard to help collect, track and understand data.
- Secure funding through grants and other sources to continue Early Childhood initiatives.

Information Technology

Jaime Russell, Director

The mission of the Information Technology Department is to develop and maintain efficient and cost effective technology systems that support the Town and Schools in delivering high quality services to the community. We are committed to providing superior customer service to assure successful utilization. Our network includes 2,700 computers and 3,200 staff and student users across nineteen Town and School buildings, in addition to our website presence, land-line telephones, and public Wi-Fi and terminal computer services used by the citizens in our community.

Achievements for FY 2014-2015:

- Collaborated with staff from the Assessor's Office to complete the transition to the new Computer Assisted Mass Appraisal (CAMA) system. This software ensures timely and accurate access to property data for staff and citizens. The old Alpha system was decommissioned.
- Assisted with the Public Library's final phase of implementation of the Sierra Encore ILS software and migration to the Connect Library Consortium. This provides the public and staff with robust access to the Library's collection as well as online databases from the library and from home. Additionally, on-demand printing is now available not only from our public terminals, but also for citizens who use their own device, but need access to a public printer.
- With the support of Charter Communications, the Information Technology Department worked through hardware issues in support of the Town's cable government access television channel. Specifically, we migrated to Charter's new digital cable system, replaced the wireless microphone, and completed cabling adjustments to address audio reliability concerns. These efforts have had a noticeably positive impact. Additionally, Mansfield and a group of partner municipalities completed a CRCOG grant driven partnership to share ideas and to select a grant funded vendor who will work with us in the coming year to enhance access to our public broadcasts. Further, the Planning and Zoning Committee began broadcasting their meetings as well.
- Monitored radio coverage and transaction protocols to best meet citizen use of Wi-Fi access in public spaces. This has been an ongoing effort and is very successful. Additionally, installed cabling in the elementary schools to support more effective use of wireless access points for citizens, students, and staff.
- Collaborated with staff from the Emergency Management and Town Manager's Office to support community sign-up for the Code Red alert system through attendance at public events and promoting it in web-based and print materials.
- Supported staff from the Building and Housing Department, as well as the vendor, with long-term start-up implementation of the new permitting and code enforcement system. The building and housing modules went live during this past spring with staff using it regularly.
- Deployed a new open source no-cost data system to facilitate reporting of internal technology support needs. The system allows staff to easily use either email or a web-based form to alert I.T. staff of computer or landline telephone support needs.
- Converted nearly all telephone traffic from municipal and school buildings to Voice-Over-Internet-Protocol instead of the former reliance on copper analog lines. Additionally, completed the end-of-life replacements of the phone systems at Mansfield Middle School, Annie E. Vinton School, Dorothy C. Goodwin School, and Southeast School.

Information Technology

Achievements for FY 2014-2015:

- Implemented significant technology infrastructure repairs at the four schools. These projects addressed aging electrical, air flow, server, switch infrastructure, cabling, intercoms and communications, and wireless access systems by making repairs and replacements to ensure continued operation while meeting increased use of the computer network. These efforts were funded by the School Capital Improvement Budget.
- Collaborated with School and Town staff to continue to leverage our technology infrastructure in support of safety and security. Specifically, we are leveraging the IP network to support video surveillance, door access, and emergency communications. These efforts are funded by a school security grant, the school capital improvement budget, and the town security capital improvement budget.
- Managed the transition from AT&T (former vendor) to Frontier Communications (new vendor). AT&T discontinued is landline services and the transition required the I.T. Department to work closely with Frontier to transition our services, support, and invoicing.
- Continued to support a variety of methods for communicating with the public including the website, QNotify, Channel 191, e-mail, Code Red, social media, and telecommunications. Supported 2,004 informational webpages and 43 QNotify email subscription lists.
- Managed budgets to limit expenditures and maximize equipment life while still providing I.T. support to all departments including software and hardware troubleshooting and maintenance, new installations, wired telephone access, and direct support of users' questions and needs.

Plans for FY 2015-2016:

- Increase citizen technology access by expanding the availability of public terminals, continuing to monitor and adjust our public wireless capacity, and actively promoting the aforementioned public access opportunities for citizens.
- Utilize technology to support transparent government by expanding access to information resources and communication tools. Continue to develop the Town website to further emphasize intuitive and user friendly access, expanded information posting, and improving options for mobile device compatible formats. Additionally, expand the use of technology tools for communication such as social media, Channel 191 cable, streaming media, and telecommunications.
- Demonstrate effective stewardship of municipal resources by leveraging opportunities to manage costs. Specifically, aggressively secure the most competitive pricing, secure grant funding awards and participation in cost saving regional resource initiatives, and extend the lifespan of equipment to maximize its value.
- Collaborate with the Town's Recycling Coordinator and the Northeast Recycling Council to expand staff knowledge of environmental best practices for technology such as alternatives to printing. Additionally, utilize energy management software on computers to further limit the use of electricity, as well as look-out for emerging opportunities to reduce environmental impacts.
- Expand the effective capacity of our fiber-optic wide-area-network links to meet the rapidly increasing use of these connections.

Information Technology

Plans for FY 2015-2016:

- Support departments in their planned enhancements of core software systems such as further development of permitting software across departments and evaluation of recruitment management software.
- Complete necessary core infrastructure and software projects while strictly adhering to the FY 15/16 operating and capital budgets. Limit expenditures and ensure effective use of funding, while providing information technology support to all departments.
- Implement 100% of facility, safety, and security technology capital projects for the Town and school buildings in accordance with CIP budget directives.
- Support departments in their planned enhancements of core software systems such as further development of permitting software across departments and evaluation of recruitment management software.
- Complete necessary core infrastructure and software projects while strictly adhering to the FY 15/16 operating and capital budgets. Limit expenditures and ensure effective use of funding, while providing information technology support to all departments.



Senior Center 40th Anniversary Celebration



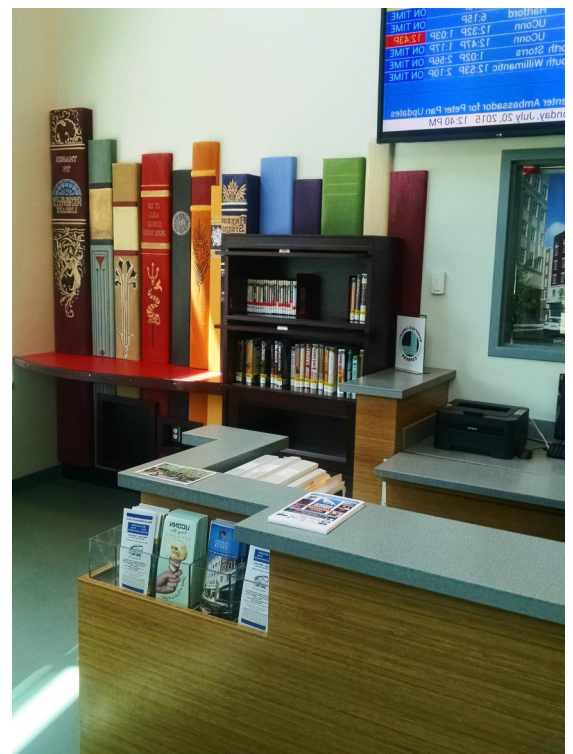
Mansfield Public Library

Leslie McDonough, Library Director

The mission of Mansfield Public Library is to provide guidance and access to materials and information which enhance and enrich the lives of people of all ages.

Achievements for FY 2014-2015:

- The Library, in concert with the IT Department, hired a full-time systems librarian. This has enhanced the library experience for users of all ages through the creative use of relevant and up-to-date technology. The Library's website was redesigned, making it easier for the public to access library resources. It is mobile-friendly and easy to navigate. The Google analytics tracking code was updated and now collects more detailed information about how the website is used.
- Other service improvements provided by our systems librarian include: Wireless printing, giving people the ability to print from any internet connected device, at any location, and pick up their prints at the library. The Library's web calendar can be imported into other online calendars. A filter was created in the public catalog (Encore) that sorts search results and places Mansfield-owned items at the top of the list, allowing the searcher to see what is available locally first, and then see what is available from other libraries. A test web server environment was created to facilitate redesign of the Library website and the testing of new software.
- Increased collection of online resources, including ebooks, downloadable audiobooks, streaming video, and reference databases. Collections in paper format continue to be well used, and purchasing continues in those areas.
- Expanded the Library's "living space" to include outside gardens and a story walk for the warmer months. People are enjoying the gardens, along with wireless access. Volunteers designed, built and planted a Children's Garden, which has become a favored location for many library programs. Special thanks to the Friends of the Library for supporting all costs to create the Children's Garden. A beautiful Butterfly Garden, planted by an enrichment group from Southeast School, is a colorful and lovely addition to the front of the building. The Altrusa Club donated a Story Walk, which has been installed in the children's playground.
- Library staff reviewed certain policies and procedures, resulting in the development of a Child Behavior and Supervision Policy and a Linked Patrons Policy. The Circulation Policies and Procedures Manual has been reviewed and updated.
- Enhanced the Library's visibility and relationships within the community through collaboration with local agencies and organizations such as MAC, UCONN League, Quiet Corner Reads, UCONN Kids, Community School for the Arts, Altrusa, etc.



The Library Express in the Nash Zimmer Transportation Center provides library service to people who live and work in the Storrs area.

Mansfield Public Library

Plans for FY 2015-2016:

- Open the Library Express limited service station at the Nash-Zimmer Transportation Center to provide services to people who live and work in the Storrs area. The Library Express will be easily accessible to people using public transportation, which the main library is not.
- Create policies and procedures, working with the Town Clerk, maximizing access to local history collections at Town Hall and the Library. Plans are in place to create an online database for these materials in Spring 2016.
- Complete the renovation of the Doris Davis Garden, using a bequest from the estate of David Hall.
- Promote the use of electronic materials while maintaining traditional library collections.
- Expand the Library's outreach and programming to the extent possible with existing staff.
- Continue to collaborate with local agencies and organizations to broaden and improve services to residents.



Children's librarian Judy Stoughton and library mascot "Marigold the Guinea Pig" enjoy the newly renovated Doris Davis Garden.

Mansfield Public Library Book Discussion Group

Join us the 2nd Tuesday of each month at 6:45pm to discuss the book of the month.!

[Library Resources]

The Library has a whole world of eBooks, audiobooks, magazines, movies and more online. If you or someone you know needs help getting started, stop in and ask. Call us at 860-423-2501, or e-mail us at TechHelp@mansfieldct.org.

Parks and Recreation

Curt Vincente, Director

The mission of the Parks and Recreation Department is to enhance the quality of life of the total community by providing a variety of leisure opportunities, promoting health and wellness, increasing cultural awareness, protecting natural resources and developing the recreational needs and interests of area residents. The Parks and Recreation Department provides Mansfield residents the opportunity to participate in a wide variety of active and passive activities for preschool age children through senior citizens. Program information is available four times per year in July, November, March and May via program brochures distributed to area residents. Programs and publicity are greatly enhanced by the generous commitment and support of local businesses.

Achievements for FY 2014-2015:

- Oversaw Community Center operations, program development, membership services, and implemented comprehensive marketing program.
- Held 11th Anniversary Celebration of the Community Center on November 1, 2014.
- Community Center visitations, July 1, 2014-June 30, 2015, totaled 205,991 an average of 17,166 per month.
- Continued popular “Family Fun Night” activity at the Community Center.
- FY 15/16 included a total of 2,859 programs with 15,404 participants.
- Administered comprehensive Youth Basketball program and required local volunteer coaches to be certified in the National Youth Sports Coaches Association in order to provide a positive experience for all participants.
- Continued administering back-ground check procedure for volunteer coaches and all staff members.
- Continued emphasis on quality daytime programs for children of working parents. In addition to the popular summer day camp, day-long programs are offered on school common curriculum days and vacation weeks.
- Continued before and after school programs at Southeast and Vinton Elementary Schools and after school program at the Community Center.
- Major special events included the Annual Halloween Party, Member Appreciation Week, A Day at the Center, Bike Tour, and a series of four summer concerts.
- Continued offering a successful year-round swim lesson program.
- Opened Bicentennial Pond facility for year round public access. Replaced all playground equipment at Bicentennial Pond.



Parks and Recreation

Plans for FY 2015-2016:

- Continue Community Center facility supervision; oversee program development, facility planning, staff hiring and training and marketing.
- Provide staff support for Agriculture, Arts Advisory, Open Space Preservation, Parks Advisory, and Recreation Advisory Committees; continue support for co-sponsored organizations.
- Conduct comprehensive youth sports program and training clinics to certify youth sport coaches in the National Youth Sports Coaches Association program.
- Conduct background checks for all youth sport coaches, all staff, and volunteers who will be working with children.
- Operate comprehensive summer day camp program and Bicentennial Pond facility.
- Provide a variety of special events and programs, activities and courses for all age groups.
- Apply for parks, open space and/or trail grants when available.
- Promote community health and wellness through quality programs.



Ground Breaking Ceremony for the Mansfield Community Playground

Planning and Development

Linda M. Painter, AICP, Director

The Director of Planning and Development, Natural Resources/Sustainability Coordinator, Assistant Planner/Zoning Enforcement Officer, and Planning and Community Development Assistant play key roles in stimulating, coordinating and administering the responsibilities of the Town's planning, zoning, wetlands, economic development and community development functions.

Achievements for FY 2014-2015:

- Staff assisted the Planning and Zoning Commission and Inland Wetland Agency with their review of new land use applications, regulation revisions, modifications, Town Council referrals, bonding issues and enforcement issues. Some specific projects are referred to in the PZC/IWA Annual Report.
- Issued zoning permits for 9 new single-family homes and 42 multi-family homes (the condos at Storrs Center). A total of 100 zoning permits were issued. Additionally, 32 zoning enforcement letters, 17 violation notices and 5 zoning citations were issued.
- The Director of Planning and Natural Resources/Sustainability Coordinator participated in and supervised activities related to the Mansfield Tomorrow initiative. Key accomplishments included the completion of a Public Hearing Draft of the Mansfield Plan of Conservation and Development that was accepted by the Planning and Zoning Commission in December; presentation of the draft plan at four community information sessions; and organization of all of the comments received from the community. It is expected that the draft will be adopted in early fall 2015. In addition staff, with assistance from a consultant, the Planning and Zoning Commission and the Zoning Focus Group, began revising the Town's Zoning and Subdivision regulations.
- The Director of Planning served as Mansfield's representative on two UCONN advisory committees: the Water and Wastewater Advisory Committee, which reviews operational and service request issues and recommends actions as appropriate and the Campus Master Plan Advisory Committee. In addition to these activities, the Director assisted the PZC in their review of UConn's 20-year campus master plan and scoping for the South Campus Development. When evaluating UConn projects particular attention is given to infrastructure issues and potential traffic, drainage and neighborhood impact issues.
- Participated in various facets of Mansfield's Open Space Acquisition and Management programs, including the review of potential property acquisitions.
- Participated in various aspects of the ongoing Storrs Center development Phase 3; monitored construction activities for Phase 2 and the Educational Playcare building; and issued permits for tenant fit-out activities in the building at the corner of Storrs Road and Charles Smith Way.
- Provided information and assistance to town and State officials, property-owners and their representatives on a wide range of land use issues, including coordination of five public information meetings on the Four Corners Sanitary Sewer Project prior to the November 2014 referendum. Participated in the RFQ development and selection process for the CRCOG Gateways to UCONN corridor study of Routes 195 and 44.



Planning and Development

Achievements for FY 2014-2015:

- Staff provided assistance to the Four Corners Sewer and Water Advisory Committee, the Sustainability Committee, the Conservation Commission, the Economic Development Commission, the Open Space Preservation Committee, the Agriculture Committee, the Town/University Relations Committee and the CWC Water System Advisory Committee.
- Worked with the Access Agency to complete the Town's 2012 Small Cities Grant for Housing Rehabilitation; 18 projects were completed over the course of this grant.

Plans for FY 2015-2016:

- Continue to assist the Planning and Zoning Commission and Inland Wetlands Agency with application-related responsibilities
- Continue to enforce existing land use and wetlands regulations.
- Complete the process of updating the Plan of Conservation and Development (POCD) as part of the Mansfield Tomorrow initiative.
- Complete the process of updating the Zoning Regulations to implement the recommendations of the new POCD.
- Develop a process for reporting progress in achieving goals identified in the new POCD.
- Work with the Inland Wetlands Agency to identify recommended changes to fines for regulated activities undertaken without a wetlands license.
- Work with the Inland Wetlands Agency to update the Mansfield Inland Wetlands and Watercourses Regulations.
- Assist town officials with implementation of the Four Corners Sanitary Sewer Project.
- Assist town officials with the implementation of various elements of the Storrs Center Downtown including scheduling, coordination and the approval of specific construction plans.
- Assist town officials in the preparation and submittal of various grant applications, including Small Town Economic Assistance Program (STEAP) and Small Cities Program.
- Complete implementation of new permitting software for zoning and land development.
- Continue to offer housing rehabilitation assistance funded by Program Income from the repayment of previous loans.
- Continue efforts to retain and grow local businesses.



Police Services



Sergeant Richard Cournoyer, Mansfield Resident State Trooper

The Town of Mansfield contracts with the State Police for services of eight (8) Resident State Troopers, one of whom is a State Police Sergeant. The Town also employs one part-time Mansfield Police Officer. Police coverage is also augmented by State Police patrols working out of the Troop C barracks in Tolland.

Achievements for FY 2014-2015:

- Received 14,845 total calls for police service; conducted 581 criminal investigations and 370 accident investigations; issued 5,045 motor vehicle citations and 1,232 motor vehicle warnings; responded to 8,154 non-emergency calls for service; and made 103 DWI arrests in Town during the past fiscal year.
- Conducted the "D.A.R.E" program at the Mansfield Middle School.
- Seven Resident Troopers are currently certified for police bicycle patrols.
- This office, along with the Commanding Officer of Troop C, was instrumental in the planning and execution of State Police operations at UCONN's annual Spring Weekend event.
- Continued to work with the owners of the various apartment complexes including Carriage House in maintaining order and civility through dedicated patrols and strict enforcement of Town ordinances and state laws.
- Participated in community policing efforts such as the MCCP outreach visits, Festival on the Green, Annual Christmas Toy Drive and speaking engagements at local organizations.
- Obtained \$62,625 in grant funding for dedicated DUI patrols.
- Obtained \$49,950 in grant funding dedicated Underage Drinking Patrols.
- Obtained \$35,700 in grant funds from the CT DOT for High Risk Rural Road Speed Enforcement. These funds allowed the Mansfield Resident Trooper's Office to conduct 35, eight (8) hours shifts dedicated to speed enforcement within the Town of Mansfield.
- As part of the High Risk Rural Road Speed Enforcement grant obtained (at no cost to the Town) a speed monitoring device which uses radar to capture each vehicle and gathers data. This data can be downloaded with a laptop and includes the numbers of cars traveling that roadway, and the speed of each vehicle that passes it. This data can be used to pinpoint specific times during the day when speeding occurs on our rural roads and we can then increase speed enforcement during these times.
- Conducted "undercover" operations targeting the illegal possession and sale of alcohol and narcotics.
- Continue to monitor and respond to tips received on the Mansfield Resident Trooper's "Tip-Line." Residents leave messages at a designated phone number regarding suspected criminal activity occurring in Town. Messages are received by a trooper and responded to accordingly.
- Sergeant is a current member of the Incident Reporting Team (IRT) which involves multiple departments from the University of Connecticut.

Police Services

Plans for FY 2015-2016:

- Continue to participate in the “D.A.R.E.” program at the Mansfield Middle School.
- Continue to apply for grant funding to address issues such as DWI, speed enforcement, Underage Drinking, as well as equipment purchases.
- Continue to work with the owners of the various apartment complexes including Carriage House Apartments in maintaining order and civility through dedicated patrols and strict enforcement of Town ordinances and state laws.
- Prepare and provide police coverage during UCONN’s annual “Spring Weekend.”
- Continue in a coordinated effort with UCONN, Town government, area business leaders, and community leaders to address substance abuse and quality of life issues on and around the UCONN campus.
- Continue to develop new and innovative efforts to address and eventually curtail spontaneous large gatherings at off-campus locations. These efforts will include but are not limited to: undercover operations, DUI enforcement operations, increased efforts to enforce Town ordinances and liquor violations.
- Continue to work with the UCONN Office of Off-Campus Services to address quality of life issues that arise from off campus housing.
- Continue to provide the most professional and effective police coverage possible, within our current economic climate, to meet the needs of this growing community.

Public Works

John Carrington, Director

The Department of Public Works is comprised of two divisions, Operations and Engineering. The Operations Division is responsible for the maintenance of all Town roads, sidewalks/walkways and bridges which includes: repairing; resurfacing; striping traffic lines; removing snow and ice; drainage maintenance and construction; sign installation and maintenance; streetlight installation and maintenance; and emergency storm cleanup. The Operations Division preserves and maintains all improvements within Town right of ways such as pruning and removing trees and shrubs in the off pavement portions of roads, trimming grass and brush, controlling roadside vegetation, and removing litter. The Division maintains and repair of all outdoor park and recreation areas including the striping and maintenance of outdoor athletic facilities. The Division maintains the fleet of Town vehicles to include fueling operations. The Division operates the residential solid waste program and Transfer Station facility.

The Engineering Division is responsible for: design and cost estimating for construction; contracting and contract administration of Town projects; preparation of maps, records, and construction status records and reports; assistance in public works maintenance, repair and reconstruction work. The Engineering staff uses Computer Aided Design (CAD) and Geographic Information System (GIS) and is involved with the construction of streets, sidewalks, bridges, culverts, sanitary sewers, and drainage structures. Engineering also assists other Town departments and residents in the development process through its work in reviewing site, subdivision and improvement plans. The Department also assists the Town in its energy conservation and sustainability efforts. The Department operates the Nash Zimmer Transportation Center in downtown Storrs and the sanitary sewer infrastructure in Mansfield.

FY 14/15 saw leadership changes for both the Engineering and Operations Divisions. Grant Meitzler retired as the Assistant Town Engineer, Derek Dilaj was hired as the Assistant Town Engineer, Mark Kiefer retired as the Superintendent of Public Works, and Brian LaVoie was hired as the Operations Manager of Public Works.

Achievements for FY 2014-2015:

- The Department has continued the engineering effort for the Four Corners Sewer Project by reviewing the EIE draft document developed by a consultant to bring a sewer system to the Four-Corners area in Northern Mansfield.
- Completed the procurement and Phase II Environmental Assessment of the former Bus Garage on Fern Road.
- Completed a walkway on North Eagleville Road from Hunting Lodge Road to Northwood Road.
- Began the construction of the Storrs Road Streetscape extension along Route 195 and Flaherty Road.
- Developed a Community Sewer Service Agreement for Phase 3 of the Storrs Center Project.
- Plowed and sanded roads and parking lots during 30+ winter storm events; removed snow from sight lines at road intersections and parking lots.
- Swept and resurfaced Town roads; mowed roadsides and trimmed vegetation at intersections; graded gravel roads; patched pot holes; repaired signs and guideposts; cleaned waterways, catch basins and culverts; repaired curbs and driveway lips; removed fallen and hazardous trees from Town roads.
- Mowed, striped, fertilized and over-seeded Town and school soccer, baseball/softball, football and field hockey fields; weeded Town flower beds; hauled trash, Town parks and recreation areas.
- Coordinated Town's mapping and parcel updates for the graphic information system (GIS).
- Fleet maintained 60 vehicles plus 25 pieces of heavy equipment and other insured pieces of equipment as well as mowers and hand tools like weed trimmers and chainsaws.

Public Works

- Operated the Nash Zimmer Transportation Center. This facility serves UCONN, WRTD and Peter Pan buses. It will serve as a transportation hub in Storrs Center. A cycling commuter club has begun using the facility for bike storage and personal hygiene.
- Completed the pavilion, light poles and trellis installation on the Town Square in Storrs Center. A Ribbon Cutting Ceremony was held on May 29, 2015.
- Provided litter pickup and emptied trash and recycling containers in Storrs Center throughout the year.
- Coordinated Town's mapping and parcel updates for the graphic information system (GIS)
- Paved Town Hall Parking Lot on the south side.
- Installed new Bus Stop shelter on Route 275 in front of the Community Center.
- Replaced the South Eagleville Road walkway between the Town Hall and the Senior Center was replaced and widened to six feet.
- Assisted the Planning and Zoning Commission and Transportation Advisory Committee in updating the Town's proposed walkway and bikeway priority listing.
- Bid the Town's multi-family solid waste and recycling collection contract.
- Coordinated the low-waste efforts for the Town's Celebrate Mansfield Festival in September.
- Coordinated the school lunch composting programs at all of the Town's schools.
- Continued to work with the Town's Sustainability Committee in coordinating the Town's multi-faceted sustainability efforts.
- Presented five organic land care workshops to residents and organized three Repair Cafes to encourage re-use of objects.
- Reconfigured Town trash and recycling website pages to provide more intuitive use.
- Implemented paper reduction plans for a Town Hall pilot project.



Stone Mill Road Bridge

Public Works

Plans for FY 2015-2016:

- Complete the design of the sanitary sewer system for Four Corners, bid project, select contractor and begin construction.
- Complete the construction of the Storrs Road Streetscape extension.
- Reconstruct a portion of Mansfield City Road using full depth reclamation and install two layers of new asphalt.
- Repave a portion of Hunting Lodge Road by milling off and replacing the surface course of asphalt and correcting drainage issues.
- Convert all snow removal operations to using treated salt, eliminating the use of sand for winter operations.
- Implement a pavement management system through the chosen contractor which will provide a plan for budgeting to achieve better road pavement conditions.
- Complete installation of updated road signs to the standards of the Manual of Uniform Traffic Control Devices.
- Commence work on development of an Emergency Action Plan (EAP) for the Bicentennial Pond Dam in coordination with the Emergency Management Team.
- Collect topographic and develop existing condition plans via On-Call Surveying contractor to expedite design of Highway Garage Fueling Station and Safe Routes to Schools.
- Design and install electrical and pumping components for the Highway Garage Fueling Station.
- Perform the usual routine road and grounds maintenance work (as detailed above).
- Continue to work with the Town's Sustainability Committee in coordinating the Town's multi-faceted sustainability efforts.
- Coordinate the low-waste efforts for the Town's Celebrate Mansfield festival.
- Coordinate the school lunch composting programs at all of the Town's schools.
- Provide litter pickup and empty trash and recycling containers in Storrs Center throughout the year.
- Coordinate a food waste prevention campaign in the Mansfield schools.
- Continue work on the Town Hall paper reduction pilot program.

Registrars of Voters

Jeanne Mogayzel and Beverly Miela

The Registrar of Voters is an elected position governed by the Statutes of the State of Connecticut; the Town has 2 Registrars, one Republican and one Democrat. The Registrars of Voters, under 9-32 of the Connecticut General Statutes, are mandated to; register new voters; organize and conduct the annual canvass of registered voters; test tabulators and Independent Voting System; prepare paperwork for elections; prepare and order ballots; manage elections; primaries and referenda; secure and train moderators and poll workers; respond to requests for voter registration and education; train and secure workers for Election Day Registration; and process on-line, mail-in, in person and cross town registrations. The Registrars of Voters work to further ensure the accuracy of the official registry list. They also conduct voter outreach in the local schools, nursing homes and UCONN.

Achievements for FY 2014-2015:

- Conducted the August 2014 Republican Primary, the November 2014 Federal Election, the May 2015 Region 19 Budget Referendum and the June 2015 Town Budget Referendum.
- March 2015-May 2015 conducted the annual canvass of voters using the National Change of Address System and registered new Mansfield electors.
- Organized and supervised check-in for the May Annual Town Meeting.
- Implemented Election Day Registration (EDR) at the November election.
- Maintained the accuracy of the registry list by updating both manual and computer voter files.
- Conducted training sessions for the OpticalScan Voting system.
- Ran state mandated registration sessions, hired and trained election moderators and poll workers, and conducted supervised balloting in nursing homes.
- Attended the fall Registrars of Voters Association of Connecticut conferences and the regional county meetings.
- Learned and implemented the newly established DMV On-line Voter Registration process.

Plans for FY 2015-2016:

- Conduct the November 2015 Municipal Election, the April 2016 Republican and Democratic Primaries, and the May 2016 Region 19 Budget Referendum.
- Conduct the annual canvass. Continue registration, education and participation in voter outreach efforts.
- Implement Election Day Registration (EDR) at the November 2015 Election and train workers to carry out the system.
- Continue to train moderators and poll workers, and conduct training for UCONN organizations and candidates holding registration drives.
- Attend Registrars of Voters Association of Connecticut spring and fall conferences and regional county meetings.

Town Clerk

Mary Stanton, Town Clerk

The Town Clerk's Office records all land records, maps, vital statistics, and maintains all minutes for the major boards and committees. Marriage licenses are available in the office. Sport licenses for inland and marine fishing, hunting, trapping, pheasant tags, deer tags, migratory bird stamps, and hip permits are sold from this Office. In June of each year all dogs must be licensed by the Clerk's Office. Staff, who are notary publics, and will notarize documents as authorized by the Town. Certified copies of records recorded in the Office may be purchased and other Town records may be viewed or copies purchased in accordance with the Freedom of Information Act. Veterans' Discharges are recorded as well as notary publics' certificates, liquor permits, trade names and a current list of Justices of the Peace. The Town Clerk assists Town organizations in processing raffles and games of chance. All notices of Town meetings, committee meetings and public hearings are posted on the signboard outside the Clerk's Office within time limits set by the Freedom of Information Commission. All election materials and procedures for holding elections are arranged in collaboration with the Registrar of Voters. Absentee ballots and Presidential ballots are issued from this office. The Town Clerk serves as clerk to the Town Council and as staff support for the Committees on Committees and the Cemetery Committee. An Assistant Town Clerk serves as secretary to the Zoning Board of Appeals. The Clerk's Office approves the scheduling of most meeting rooms in the Audrey P. Beck Municipal Building, processes the mail, and serves as the Municipal Records Manager for the Town.

Achievements for FY 2014-2015:

- Total Land Records recorded: 2,030; Conveyance Tax received: \$146,004 (82% of budget)
- Marriage Licenses issued: 74; Deaths recorded: 98; Births of residents recorded: 72
- Issued 1,623 dog licenses between July 1, 2014-June 30, 2015.
- Sold 201 sport licenses.
- Democratic and Republican State Primaries took place on August 12, 2014. The State Elections took place on November 4, 2014 with 5,712 citizens voting (49% turnout).
- The Region 19 Budget Referendum was held in May 2015 with 260 voters; the Annual Town Meeting for Budget Consideration was held in May 2015 with 292 voters; and a Budget Referendum was held in June 2015 with 1,923 voters.
- Published a total of 27 legal notices including the adoption and amendment of ordinances, audit notifications, Water Pollution Control Authority hearings, contract notifications, and election warnings and notices. Prepared explanatory text for the 2014 Four Corners Sewer project.
- Worked with the Assistant Town Manager to address 41 Freedom of Information (FOI) Requests, testified in one FOI hearing, and prepared for one additional FOI hearing
- Executed a Historic Preservation Grant for the FY 14/15. The grant funds were used to scan land records back to 1996. Prepared and submitted a grant application for FY 15/16 to continue back filing endeavor. Continued to match scanned copies of records to existing indexes. Birth, marriage and death images are now available back to 1970 and trade name images are available back to 1939.
- Completed the process of reentering 38 volumes of maps into the Cott System, correcting the information to be provided to the public.

Town Clerk

Plans for FY 2015-2016:

- Execute the FY 15/16 approved Historic Preservation Grant for the backfilling of land records which will make our scanned images electronically available back to 1992. Additional funds from the Historic Document Preservation account will also be used to scan all land records back to 1984.
- Continue to index and scan land records prior to 1984. Indexes prior to this time are not electronic. This is a labor intensive project which will be undertaken as time allows.
- Prepare for the 2015 Municipal election including the endorsement of candidates, the preparation of ballots, the publication of legal notices, the issuance of absentee ballots and reporting duties. Prepare for the 2016 Presidential Primaries and the Region 19 Referendum.
- Continue to work on a master plan for document preservation. The first phase of this effort is identifying exactly what documents are in our possession and the condition of those documents. We are in the process of determining which protective steps can be accomplished in house and prioritizing those which will need to be by vendors.
- Continue to work with the Library Director to develop a Special Collections Policy so that the Town will be able to provide the community with the resources needed to research the history of Mansfield.
- Continue to make customer service our highest priority and to find new ways to make information accessible to all.



Ice Skating at the Mansfield Community Center

Committees, Boards, and Commissions

Annual Reports

Agriculture Committee

The Agriculture Committee advises the Town Council and other bodies on matters related to promoting agricultural viability and preserving farmland in Mansfield.

Achievements for FY 2014-2015:

- Hosted meeting with Mansfield's agricultural community to discuss how the Agriculture Committee can provide support and information to the agricultural community about workshops and grant opportunities.
- Participated in the Mansfield Tomorrow project and provided recommendations on the draft Mansfield Tomorrow Plan of Conservation and Development.
- Facilitated farmland protection projects, made recommendations on the Draft UCONN Master Plan, and managed leases on eight Town-Owned properties.
- Initiated a regional agricultural working group to collaborate and promote agriculture.
- Co-hosted a regional meeting at Willimantic's new Commercially Licensed Commercial Kitchen (CLiCK).
- Produced a revised Mansfield Grown Brochure.
- Partnered with Working Lands Alliance to map existing and potential farmland and survey non-farming farmland owners in Mansfield to identify land that could be suitable for farming and determine if lease arrangements could be established for beginning farmers.
- Responded to a traffic accident on Pleasant Valley road, and initiated with Mansfield's Traffic Authority the installation of farm traffic signs.

Plans for FY 2015-2016:

- Assist new and beginning farmers with accessing farmland.
- Provide recommendations to the Planning and Zoning Commission for revised zoning regulations and respond to referrals to provide input on development projects.
- Co-sponsor a Walktober event or other educational events that promote farming in Mansfield and investigate hosting local Farm-to-Table, Farm to Chef Program.
- Draft criteria for permanently preserving Town-owned farmland for adoption by the Town Council.

Members: Alan R. Cyr, Nancy Rawn, Susan Mitchell, Stacey Stearns, Brian Kielbania, Terry Wollen, Vicky Wetherell, Ed Hall, Jason Stearns
Staff: Jennifer Kaufman



Arts Advisory Committee

The Arts Advisory Committee is charged with advising the Town Council and Manager on issues related to the arts. The Committee looks to promote and encourage interest and participation in the arts and may work to compliment activities and events sponsored by private organizations having the same purpose and goal.

Achievements for FY 2014-2015:

- Arranged rotating art displays at the Mansfield Community Center (MCC)
 - Oil Paintings by Dhammika Bandara
 - Mixed Media Works by Andrew Facchinetti
 - Pastels and Paintings by Jane Waller Collins
 - Books and artifacts memorial for a local author Joan Hall by David Morse
 - Celebrate Mansfield Advertising Art Show
 - Mansfield Public Schools Student Art
 - Paintings by Nancy Cooke-Bunnell
 - Art and Garden Tour of Northeastern CT participants sample displays.
- Drafted a letter to be circulated to artist members of the “Quiet Corner Artists” group regarding exhibiting at the MCC.
- Visited the old Eagleville Schoolhouse and discussed possible arts related uses. Forwarded suggestions to the Town Managers Office.
- Provided a link to information about current exhibits at the MCC on the Parks and Recreation Community Center web page.
- Improved the “Application to Exhibit Art” form..

Plans for FY 2015-2016:

- Continue to arrange rotating art displays at the MCC
- Advertise opportunities to display art at the MCC and other venues to local artists.
- Brainstorm and design an attractive campaign to recruit volunteers to sit on this Committee. Recruit new members for the Committee
- Review and improve communication regarding lack of insurance coverage to artists loaning work for display.
- Revisit options for artists to display in businesses, offices, and other local venues in our new downtown such as the Nash Zimmer Transportation Center.

Members: David Vaughan, Ann Williams, Judith McChesney, Kim Bova Kaminsky, Thomas Bruhn, Prescott Powers

Staff: Kim Blair-Rotney

Beautification Committee

The purpose of the Beautification Committee is to improve the aesthetic appearance of Mansfield by reducing unattractive areas. The Committee places flowering plants in key locations and recognizes individuals and businesses that contribute to the beautification of Mansfield.

Members: Brian Krystof, Patricia Maines, Jennifer Thompson, Carol Enright, Richard Norgaard



Board of Assessment Appeals

The Board of Assessment Appeals, an elected body, hears appeals related to the assessment of motor vehicles and other property. The Board adjusts the assessment, valuation, etc. of personal property when appropriate and adds taxable property to the grand list when it has been wrongly omitted.

Members: Carol M. Thomas, Anne Greineder, Eric Holinko

Building Board of Appeals

The Building Board of Appeals hears appeals regarding decisions made by the Building Official and renders decisions upon the appeal.

Members: James Silva, Gregory Zlotnick, Tom Ward
Staff: Mike Nintean

CATV Advisory Committee

The CATV Advisory Committee intervenes in any contested case before the department involving the CATV company which the Council is advising. The Committee reviews all community access programming that has been the subject of a complaint.

Members: Grace Enggas, Ida Millman, Noah M. Lerman

Cemetery Committee

The Cemetery Committee advises the Town Manager in the management, care, and maintenance of public cemeteries and provides assistance in the maintenance and care of cemeteries controlled by private associations, if such help is requested. The Committee, within the framework of an approved Town budget, advises the Town Manager in the expenditure of Town funds to have burial grounds cleared of weeds, briars and brush, grass mowed, fences and walls repaired, and monuments straightened and repaired. The Committee also studies the need for and makes recommendations to the Town Manager for the enlargement of present cemeteries and for the acquisition of land for new cemeteries as permitted under the Town's ordinances and advises the Town Manager in the development of a budget for implementing the above programs.

Members: Jeanne Mogayzel, Barry Burnham, Rudy Favretti, Keith Wilson, Mark Mogayzel, Jane Reinhardt
Staff: John Carrington, Mary Stanton, Mary Landeck

Commission on Aging

The Commission on Aging is charged with the responsibility to study the conditions and needs of elderly residents and to evaluate and recommend programs to assist them. The Commission serves as a resource and to furnish information to those concerned with elderly services.

Achievements for FY 2014-2015:

- Completed installation of a bus shelter at the east bound side of Route 275 by the Community Center.
- Formed a committee to investigate building needs, and research other community senior centers.

Plans for FY 2015-2016:

- Continue to ensure that the needs of seniors are represented in the Town's master building planning.
- Continue to collect information to promote the development of a new Senior Center as a future initiative for the Town Council to consider.
- Monitor Mansfield's Long-Range Plan for seniors, with a continued focus on priority issues of senior safety, information dissemination, senior center space needs and health care needs including changing federal benefits programs.
- Participate in the Senior Center Accreditation process.
- Continue to inform the Town Council of the needs and concerns of seniors by our presence at Town Meetings.

Members: Don Nolan, Nancy Trawick-Smith, Martina Wharton, Bettejane Karnes, Laurie Grunske McMorro, Beverly Korba, Wilfred Bigl
Staff: Patricia Schneider

[Quick Facts]

- Senior Center Members: 1,424
- Lunch Meals Provided to Seniors: 10,047
- Rides Provided to Seniors through transportation program: 548

Conservation Commission

The Mansfield Conservation Commission is charged with advising the Town Council, the Planning and Zoning Commission, and other Town agencies and officials on policies and issues relating to the development, conservation, supervision, and regulation of natural resources (including water resources) within the Town of Mansfield.

Achievements for FY 2014-2015:

- Held 12 meetings.
- Assisted with open space and parks management issues.
- Commented on numerous Inland Wetland Agency and Planning and Zoning Commission applications and violation issues.
- Reviewed and provided input to the Town Council regarding the UCONN Master Plan.
- Continued to provide input to municipal and state officials regarding local and regional water supply issues.
- Actively participated in the Mansfield Tomorrow initiative, including review and recommendations on the Public Hearing Draft of the Plan of Conservation and Development.

Plans for FY 2015-2016:

- Assist with open space and parks management issues.
- Actively participate in reviewing draft Mansfield Zoning and Subdivision Regulations as part of the Mansfield Tomorrow initiative.
- Comment on existing and potential Inland Wetland Agency and Planning and Zoning Commission applications and proposed regulation revisions.
- Review and provide input to the Town Council regarding the significant UCONN projects that would impact Mansfield.
- Provide input to the municipal aquifer protection agency.
- Develop and implement a strategy for monitoring Town-owned conservation easements.
- Develop and implement a strategy for permanently preserving Town-owned open space.

Members: Robert Dahn, Grant Meitzler, Quentin Kessel, Scott Lehmann, Neil Facchinetti, Joan Buck, John Silander, Aline Booth, Michal Soares
Staff: Jennifer Kaufman



Daycare Center Board of Directors

The Day Care Center Board of Directors is responsible for the administration of the Mansfield Discovery Depot, a separate non-profit 501c3 organization. The purpose of the Board is to maintain, regulate, manage and operate a high-quality day care center in the Town of Mansfield primarily for the residents of and those who work in Mansfield.

Members: Lisa Young, Jane Goldman, Kim Girard, Sata Semrow, Helena Silva, Rebecca Boncoddio, Jonathan & Elena Schreiber, Mike Makuch, Betty Wassmundt

Design Review Panel

The five person Design Review Panel is appointed by the Planning and Zoning Commission (PZC) to provide independent citizen review comments on Site Plan and Special Permit applications pending before the PZC. Members serve two year terms and are selected based on backgrounds in landscape architecture, engineering, historic preservation, architecture/design, business/construction or a related field.

Members: Rudy Favretti, Jeffrey Allen Brown, Ted Wrubel, Peter Minutti, John Lenard

EHHD Board of Directors

The Eastern Highlands Health District Board of Directors is the governing body for the Health District, which is a regional local public health agency. The individual members are appointed by the legislative body of each member town. The Board appoints and supervises the Director of Health, approves an annual budget, sets Health District policy, and promulgates local rules and regulations for the promotion of local public health.

Members: Matthew Hart, John Elsesser, Michael Zambo, Juliann Satriano, Michael Kurland, Elizabeth Paterson, Paul Shur, Natasha Nau, Joyce Stille, Robert Morra, Rick Field, Alisa Bray, Barbara Cornell, Steve Werbner, M. Deborah Walsh, Christina Mailhos, Maria Capriola



Economic Development Commission

The Mansfield Economic Development Commission (EDC) is charged with advising the Town Council, the Planning and Zoning Commission, and other Town agencies and officials on policies and issues relating to the promotion and development of economic resources within the Town of Mansfield. The EDC was re-established in October 2012 after being dormant for many years.

Achievements for FY 2014-2015:

- Held ten (10) meetings and/or special meetings.
- Assisted in the development of an Economic Development Strategy as part of the Mansfield Tomorrow Initiative.
- Hosted regional Economic Development Commission meeting.
- Continued business outreach program. Thirty-eight (38) businesses have been interviewed.

Plans for FY 2015-2016:

- Continue efforts to implement the economic development strategy identified as part of the Mansfield Tomorrow initiative.
- Continue to reach out to local businesses through the business visitation program and use the information to help prioritize future Commission activities.
- Publish a Permitting Guide for Mansfield.
- Develop a new Economic Development webpage for the Town.
- Develop a program to welcome new businesses and recognize existing businesses for their accomplishments.
- Continue to support a regional Economic



Members: Kathy Dorgan, Martin Hirschorn, Steven Ferrigno, Ronald Beebee, Kazem Kazerounian, Dirk Fecho, George M. Thompson III, John McGuire, Stephen Kegler, Alex Marcellino,
Staff: Matthew Hart, Linda Painter

Emergency Management Advisory Council

The Emergency Management Advisory Council is established by Ordinance and is consistent with CGS § 24-7. The Committee's charge is to offer advice to the Town Manager and the Director of Emergency Management on emergency management issues.

Members: Michael Kurland, Paul Shapiro, Kelly Lyman, Wilfred Bigl, John Carrington, Emile Poirier, Bruce Silva, Curt Vincente, Steven Baker, Armand Biron, Scott Crawford, UCONN EMD, Rosemary Marcellino, Jennifer Thompson, Carol Scott
Staff: Matthew Hart, Rich Cournoyer, Fran Raiola, Robert Miller

Ethics Board

The Ethics Board's primary charge when it was reconstituted in 2008 was to review the Ethics Code adopted by the Town Council in 1995 and provide recommendations for revisions to the Code. Draft revisions to the Ethics Code were provided to the Town Council for consideration. On May 29, 2012, the Council adopted revisions to the Ethics Ordinance. The Ethics Board serves in an advisory capacity to the Town Council, provides advisory opinions to employees, and conducts investigatory proceedings and renders decisions related to ethics complaints.

Achievements for FY 2014-2015:

- Issued an advisory opinion regarding Human Services Advisory Committee members reviewing applications from area non-profits who are seeking grant funds from the Town.
- Continued to review the general issue of Ethics Code applicability to Mansfield Board of Education employees.
- Continued to review the gift provisions of the Ethics Code as it pertains to Mansfield board of Education employees.
- Reviewed disclosure statements as filed.
- Reviewed complaint(s) as filed and conducted investigatory proceedings as needed.

Plans for FY 2015-2016:

- Assist Committee on Committees with filling the one vacant alternate position on the Board.
- As needed address, in accordance with the adopted code and established procedures, advisory opinion requests and complaints in a fair and timely manner.
- Continue to review and comment on the conflicting gift provisions of the Town's Ethics Code and the Board of Education's Ethics Policy; if requested by the Town Council and/or the Mansfield Board of Education, participate in discussions related to finding a resolution.
- Encourage the resolution of the general issue of Ethics Code applicability to Mansfield Board of Education employees.
- Seek an amendment to 25-7M of the Ethics Code to clarify acceptable political activity for elected officials and staff.

Members: John DeWolf, James Raynor, Nora Stevens, Winthrop Smith, Saul Nesselroth, Denise Keane, Jamie Lang-Rodean

Staff: Maria Capriola

Historic District Commission

The Mansfield Historic District Commission was established by ordinance to promote the educational, cultural, economic and general welfare of the Town of Mansfield through the preservation and protection of buildings and places of historic interest by maintenance of such landmarks in the history of architecture and of the Town of Mansfield, and through the development of appropriate settings for such buildings, places and districts.

Members: Anita Bacon, Gail Bruhn, Lesley Dyson Minearo, David Spencer, John Nardi

Housing Authority Board of Directors

The Housing Authority Board of Directors is comprised of commissioners that serve as governing officers or directors of the Housing Authority. Once appointed by the Town Council, commissioners are independent, non-partisan public servants. They are responsible for major policy and leadership decisions of the Housing Authority. The Executive Director is responsible for the day-to-day administration of the Housing Authority and its programs.

Members: Dexter Eddy, Gretchen Hall, Donald Hundt, Richard Long, William Simonsen

Staff: Rebecca Fields

Housing Code Board of Appeals

The Housing Code Board of Appeals consists of 3 electors of the community that serve overlapping 3 year terms. The members must, in the view of the Town Council, possess the experience, capability and judgment to pass on matters pertaining to the code. There are 2 alternates which must have the same qualifications of the full board members. It is the Board's duty to hear appeals from an aggrieved party, when in the appellant's opinion, the code has been misinterpreted by the Code Official. A written appeal must be filed. An application fee of \$100 is due upon filing. The Board must meet within 20 days of the appeal being filed. The Board will consider evidence at the hearing and render a decision to either modify or reverse the inspector's decision upon a concurring majority vote. The appellant may request review by the Superior Court if they do not agree with the Board's decision.

Members: David Spencer, Will Bigl, Bill Briggs, Emile Poirier

Staff: Mike Nintean

Human Services Advisory Committee

Established in 2011, the Human Services Advisory Committee works to support the Human Service Department's mission to enhance the well-being and to help meet the basic human needs of all residents of Mansfield. The Committee advises the Director in matters of policy, program development, and external funding requests. The Committee also advocates for the human service needs of the Mansfield community through collaboration with other advisory groups and by identifying and informing Town government regarding emerging needs.

Achievements for FY 2014-2015:

- Members reviewed applications for funding from non-profit agencies and made recommendations to the Town Manager.
- Advocated for an integrated approach by the department to meet the human service needs of the residents of Mansfield.
- Provided input and direction to the Human Services Director in the reconfiguration of the Human Services Department and the recruitment and hiring of a new Human Services staff.

Plans for FY 2015-2016:

- Collaborate with other advisory committees to advocate for an integrated plan to meet the public transportation needs of low-income residents.
- In cooperation with the Director, evaluate the Town's agency grant process.
- Review and advise the Director on new initiatives in the various program areas.

Members: Ethel Mantzaris, Joan Terry, Dexter Eddy, Fred Goetz, Victoria Nimirowski, Ron Baker, Lorraine Kenowski

Staff: Pat Schneider, Pat Michalak

Judge of Probate

Connecticut's probate courts have jurisdiction to hear and decide the following matters: adoptions (minors and adults); appointment of a temporary guardian of a minor child; award of temporary custody of a minor and appointment of guardian of a minor (following removal); termination of parental rights of a minor; emancipation of a minor; determination of paternity; appointment of a guardian of a person with mental retardation; appointment of trustee for property of mission person; involuntary commitment of a person with psychiatric disabilities to a mental hospital and related matters (adults and minors); change of name (minors and adults); custody of remains of a deceased; decedents estates; trusts and certain accounts; conservatorships; and, estates of minors. Mansfield's probate court office is now located in the Tolland Town Hall (21 Tolland Greed, Tolland, CT 06084).

Judge: Barbara Gardner Riordan

Library Advisory Board

The Library Advisory Board consists of nine members who serve without compensation for terms of three years, and as much as possible, represent a cross section of the Town of Mansfield. All members are residents of the town. The Town Manager and the Library Director are ex officio members of the Board. The Board provides advice “in formulating library policies and objectives, recommending new library programs and publicizing library programs, reviewing the proposed library budget, enlisting public cooperation and understanding for library programs, assisting with cultural activities associated with the library and making recommendations concerning acceptance of any bequest, devise, gift or endowment” (Code of the Town of Mansfield, Connecticut, Chapter 51).

Achievements for FY 2014-2015:

- The Board approved the new Library mission statement (below).

Plans for FY 2015-2016:

- Continue to receive reports and to advise and recommend various policies, procedures, and objectives as needed.

Members: Eva Bar-Shalom, Edmond Chibeau, Sheila Quinn Clark, Noah M. Lerman, Barbara Katz, Lucy Maziar, Thomas Long, Janet Dauphin, Dale Truman

Staff: Leslie McDonough

*Bringing Mansfield to the world,
and the world to Mansfield.*

The mission of the Mansfield Public Library is to provide guidance and access to materials and information which enhance and enrich the lives of people of all ages.

The goals of Mansfield Library are: to provide a broad range of materials in a variety of format; to promote and stimulate active use of its resources; to facilitate the use of its resources and services with trained library personnel; to offer programs and services to encourage lifelong learning.

Mansfield Advocates for Children

Mansfield Advocates for Children (“MAC”) (formerly the Mansfield School Readiness Council) is an early childhood collaborative that acts as the Mansfield School Readiness Council and an advisory committee to the Town Council. This Committee is engaged in the implementation of Mansfield’s Plan for Young Children (the Plan) which was developed in 2009 and revised in 2013, and is supported financially and in-kind by the Town, the William Caspar Graustein Fund, and the Office of Early Childhood. The results statement used by MAC as stated in the Plan is “All Mansfield’s children, birth through eight years old, are healthy successful learners and their families are connected to the community.” MAC maintains strong relationships with the Mansfield Board of Education, the Town Council, Eastern Highlands Health District, Mansfield Community Center, Mansfield Public Library, area childcare centers and schools, as well as the University of Connecticut. These relationships are important to sanction the work and vision of this group. The connections between Town leadership and MAC represent a clear and valuable commitment to the issues of early care and education by the Town and school district leadership.

Achievements for FY 2014-2015:

- Served as the School Readiness Council for the Mansfield School Readiness Program in its sixteenth year of operation, supporting sixteen 3 and 4-year olds enrolled in one of four nationally accredited early care centers.
- Fourteenth year as a Discovery Community as a grantee of the William C. Graustein Memorial Fund.
- Hired a website developer to design MAC’s updated website (www.mansfieldadvocatesforchildren.org) in an effort to reach caregivers and further MAC’s objectives
- Purchased and began implementing Scorecard for MAC data collection and Plan management.
- Hired data consultant to manage data, track progress, and direct future efforts
- Furthered the work of the Playground Committee in the following ways: supported continued efforts to create awareness about the Playground at the Celebrate Mansfield Festival and other venues; supported various fund-raising events, e.g., a wine tasting at Cassidy Hill Vineyard in Coventry, the annual Eggstravaganga, a 5K road race in collaboration with the Willimantic Athletic Club; and secured a \$1,000 grant from the Willimantic Rotary Club.



Celebrate Mansfield Festival

Mansfield Advocates for Children



Plans for FY 2015-2016:

- Increase MAC membership as part of the implementation of the Plan
- Continue to implement strategies identified in the Plan with support from the William Caspar Graustein Memorial Fund, the Town of Mansfield and other partners.
- Develop future goals as Discovery funding and directives come to an end
- Invite representatives from the Mansfield Public Schools and Windham Region Transportation District to MAC meetings to share expertise and raise concerns
- Publicize and continue development of MAC website
- Continue to have oversight and coordination of the Towns School Readiness program in coordination with the State Office of Early Childhood.
- Continue to develop and implement activities during the Week of the Young Child.
- Support efforts of ad hoc committee focused on the development of a community-built playground in efforts to build the Mansfield Community Playground in October 2015
- Advocate for the needs of isolated caregivers in our community
- Advocate for better access to mental health resources for young children

Members: Anne Bladen, Susan Daley, Jane Goldman, Lisa Young, Cindy Guerreri, Rachel LeClerc, Lisa Dahn, Kathy Ward, Janice Bolteridge, Sarah Delia, Benjamin Wiles, Kelly Zimmermann, Jeff Smithson, Julie Campbell, Jordana Frost, Sabrina Hosmer, Carole Norrish, Christopher Toomey, Jennifer Scanlon, Suzanne Gormely, Pamela Roberts, Althea Carr neel

Staff: Judith Stoughton, Maggie Ferron

Mansfield Downtown Partnership Board of Directors

The MDP Board of Directors is made up of 18 representatives from the Town of Mansfield, surrounding communities, and the University of Connecticut. The Board of Directors establishes policy for the Partnership, oversees the development of the Storrs Center downtown project, and develops projects to promote the Town of Mansfield.

Members: Stephen Bacon, Anne D’Alleva, Matthew Hart, George Jones, June Krisch, Paul McCarthy, Thomas Callahan, Mona Friedland, Riley Hasson, Stephen Kegler, Phillip Lodewick, Toni Moran, Shamim Patwa, Steve Rogers, Diana Pelletier, William Simpson, Michael Kirk, Paul Shapiro, Bonnie D. Kumiega

Staff: Cynthia Van Zelm, Dee Goodrich, Kathleen Paterson

Open Space Preservation Committee

The Open Space Preservation Committee advises the Town Council concerning open space issues as outlined in the “Planning, Acquisition, and Management Guidelines, Mansfield Open Space, Park, Recreation, Agricultural Properties and Conservation Easements,” which was approved by the Town Council in 2009. Duties include: reviewing properties offered for Town acquisition; reviewing proposed subdivisions and submit comments to PZC about proposed open space dedications; and participating in the development of management plans for Town properties.

Achievements for FY 2014-2015:

- Continued to review properties for their suitability for preservation according to the Mansfield Plan of Conservation and Development.
- Continued to review subdivision and zoning proposals.
- Provided resources to residents about land preservation.
- Participated in the Mansfield Tomorrow Project. Reviewed and provided extensive input on the draft Plan of Conservation and Development.

Plans for FY 2015-2016:

- Continue to review properties for their suitability for preservation according to the Mansfield Plan of Conservation and Development.
- Review and provide recommendations to the Planning and Zoning Commission on the draft zoning and subdivision regulations.
- Continue to review subdivision and zoning proposals.
- Provide resources to residents about land preservation.
- Continue to implement the Open Space Action Plan adopted by the Town Council in April 2012.
- Draft criteria for permanently preserving town-owned open space for adoption by the Town Council.
- Participate in the preliminary design review of new proposed subdivisions.
- Assist with implementation of items related to open space preservation in the new Plan of Conservation and Development.

Members: Michael Soares, Kenneth Feathers, Quentin Kessel , James Morrow, Vicky Wetherell, Roberta Coughlin

Staff: Jennifer Kaufman

Parks Advisory Committee

The Parks Advisory Committee advises the Town Council and other Town officials about needs within Town parks, preserves, and natural areas.

Achievements for FY 2014-2015:

- Continued to review properties for their suitability for preservation according to the Mansfield Plan of Conservation and Development.
- Continued to review subdivision and zoning proposals.
- Provided resources to residents about land preservation.
- Participated in the Mansfield Tomorrow Project. Reviewed and provided extensive input on the Draft Plan of Conservation and Development.

Plans for FY 2015-2016:

- Continue to offer environmental education programs co-sponsored with Joshua's Tract Conservation and Historic Trust, the Willimantic River Alliance, and other groups.
- Continue to lead walks for Walktober, CT Trails Day and other organizations to showcase Mansfield's Parks.
- Continue to review, update and develop management plans for Town owned properties.
- Provide recommendations to the Planning and Zoning Commission for revised zoning regulations.
- Continue to mark and monitor boundaries of Town-owned preserves.

Members: Susan Harrington, Julianna M. Barrett, Tom R. Harrington, William Thorne, Eric Apgar
Staff: Jennifer Kaufman, Curt Vincente

[Explore Mansfield]

Mansfield residents are fortunate to have access to over 5,000 acres of natural parks and preserves with significant regional and local trail systems. The 37 mile Nipmuck Trail begins at two trailheads in southern Mansfield. In addition to the Nipmuck Trail, there are over 30 miles of recreational trails on land owned by the Town of Mansfield, Joshua's Trust, and UConn. [Access](#) Mansfield's Town Trails online or use your smart phone to scan this QR code:



Personnel Appeals Board

The Personnel Appeals Board assures that the employment system of the town is fair and equitable and serves the interest of the Town while respecting the proper claims of the employees.

Members: Donald Nolan, Lee Terry, Crayton Walker

Planning and Zoning Commission and Inland Wetland Agency

The Planning and Zoning Commission (PZC) and Inland Wetland Agency (IWA), both elected bodies, take pride in trying to ensure the future of Mansfield as a desirable place to reside and visit. In reviewing all aspects of development, the PZC and IWA consider impacts on traffic, neighborhood compatibility, natural and historic resources, inland wetland areas, water supply, waste disposal, fire safety and aesthetics such as landscaping and architecture. The sites of all pending applications are visited by members to observe these factors in the field.

Achievements for FY 2014-2015:

- Held twenty-three (23) PZC meetings, sixteen (16) IWA meetings, ten (10) joint field trips, and numerous committee meetings. This year was particularly intensive as the Commission held several special meetings to review and revise the draft of the Mansfield Tomorrow Plan of Conservation and Development prior to publishing the draft for public hearing in December 2014. Multiple public hearings were held on the draft POCD starting in March and concluding in June.
- The IWA reviewed twenty-two (22) applications for activities within regulated inland wetland/watercourse areas.
- The PZC reviewed and approved a special permit for the expansion of the Colonial Town House Apartments, a special permit for a new commercial recreation use at the Eastbrook Mall, 4 efficiency units, and 2 new subdivisions. In addition, special permit renewals were granted for four (4) gravel/rock removal operations and four (4) live music permits.
- The PZC approved changes to zoning regulations related to parking requirements for shopping centers, setbacks in the Planned Business zones, landscape buffer requirements and notification requirements for excavation projects.
- The PZC reviewed proposed removal and trimming of trees on three scenic roads: Dog Lane, Gurleyville Road and Codfish Falls Road.

Plans for FY 2015-2016:

- Continue thorough review of all land use applications and enforcement of existing regulations.
- Complete the process of updating the Plan of Conservation and Development.
- Complete the process to update Mansfield's Zoning Map and land use regulations to implement the new POCD.
- Update Inland Wetlands and Watercourses Regulations.
- Continue monitoring of University of Connecticut land use activities, with emphasis on reviewing and commenting on the new campus master plan and related projects.

Members: JoAnn Goodwin, Charles Ausburger, Binu Chandy, Roswell Hall III, Gregory Lewis, Kenneth Rawn, Bonnie Ryan, Vera Stearns Ward, Susan Westa , Paul Aho (Alt), Katherine Holt (Alt)

Staff: Linda Painter, Janell Mullen, Jennifer Kaufman

Quiet Corner Committee

The purpose of the Quiet Corner Committee is to promote tourism in the Northeast section of Connecticut. Twenty-one towns in Northeastern Connecticut make up the Quiet Corner tourism region. A wide variety of informational pamphlets are published and distributed as part of this Committee's duties.

Member: Anne Smith

Recreation Advisory Committee

The Recreation Advisory Committee (RAC) is charged with identifying and evaluating recreational needs as well as making recommendations for the institution and operation of programs. RAC continues to support the implementation, development and expansion of program offerings in order to meet the recreational needs of the community.

Achievements for FY 2014-2015:

- Continued the annual review of co-sponsored organizations.
- Endorsed National Youth Sports Coaches Association (NYSCA) Certification Program.
- Made on-going recommendations to the Parks and Recreation Department on policies and programs.
- Continued review of and support for Community Center operations.

Plans for FY 2015-2016:

- Conduct annual review of co-sponsored organizations, including Mansfield Junior Soccer Association and Mansfield Little League.
- Provide advice on Community Center operations and other Department programs.
- Implement Management Plans for Lion's Memorial Park, Southeast Park, and Sunny Acres Park.

Members: Darren Cook, Sheldon Dyer, Donald Field, Michael Gerald, Terry Cook, Frank E. Musiek, Howard Raphaelson, Anne Rash

Staff: Curt Vincente

Regional School District #19

The Constitution of the State of Connecticut requires that free public education be made available to all citizens. The state's legislature has delegated this responsibility to local and regional school boards. Regional School District #19 Board of Education accepts this obligation for Mansfield, Ashford, and Willington children in grades 9-21. Its mission is to represent the interests of all residents of the district in providing for the educational needs of young men and women of senior high school age. The board seeks to accomplish this by securing community support, providing for the employment of competent faculty and staff and developing effective policy. In accomplishing its mission, the board intends to meet all legal requirements and to efficiently utilize the resources made available to the district.

Mansfield Elected Members: James Mark, Casey Cobb, Nancy Silander, Ronald Schurin

Solid Waste and Recycling Committee

The Solid Waste Advisory Committee acts as a community sounding board for the Town's solid waste policies. These policies include issues relating to residential refuse and recycling service, Transfer Station operations, promotion of recycling and waste prevention, hazardous waste disposal, and bulky waste disposal. User fees fund the Town's volume-based waste collection system (pay-per-bag of garbage). Over the year, 34% of all residential waste was recycled; single-family residences recycled 38% of their waste and multi-family residences recycled 14% of their wastes. 58% percent of all the material received at the Transfer Station is recycled. Trash and recycling service is contracted to Willimantic Waste Paper, Inc. for both single-family and multi-family residences.

Achievements for FY 2014-2015:

- Began mattress recycling collection at the Transfer Station.
- Applied for a CT DEEP food scrap composting demonstration project at the Transfer Station.
- The Mid Northeast Recycling Operating Committee (Mid-NEROC), of which Mansfield is a member town, continued its operations of the Regional Household Chemical Waste Drop-Off Facility.
- Increased role in managing the Mansfield schools' composting program during the school year. Worked with school groups on waste issues (toxic household products, composting and recycling).
- Worked with the Celebrate Mansfield Festival Committee to create low-waste festival event. Reduced waste by 53%.
- Continued to enforce the Litter and Solid Waste Ordinances.
- Organized four repair cafés in cooperation with the Access Agency.
- Town Council adopted a town-wide near zero waste resolution.
- Implemented pilot paper reduction strategies program for the Town Hall.
- Began planning for a food waste reduction project through the Mansfield PTOs.

Plans for FY 2015-2016:

- Launch a food waste reduction project that targets families with school-age children.
- Begin accepting food scraps in the Transfer Station leaf compost pile as part of a DEEP demonstration project on small scale community composting.
- Evaluate paper reduction effort in Town Hall, and develop the process for other municipal buildings.
- Conduct municipal waste audits starting in the Town Hall.
- Evaluate the use of the new multi-family recycling dumpsters.
- Actively manage school compost piles during school year.
- Continue with the state electronics challenge, organizing repair cafes every quarter., and managing refuse contracts and service.
- Continue working with Celebrate Mansfield Festival Committee to create a low-waste Festival event.
- Continue enforcing the Litter Ordinance in problem areas of Town, offering classes to the schools on waste and energy issues, and advocating for recycling-related state legislation.

Members : Andrea Ames, Robert Coughlin, Jane Knox, Rita Braswell, Rita Kornblum, Noaris N. Burgos

Staff: Virginia Walton

Sustainability Committee

The Sustainability Committee is charged with maintaining a general overview of the sustainability of the Town, to specifically include the following responsibilities: provide guidance and proposals to the Town Council regarding sustainability principles to be adopted by the Town Council or to be administratively implemented; monitor implementation of principles and policies as adopted by the Town Council and administrative programs, and report to the Town Council annually; coordinate and collaborate with Town boards and commissions, organizations, regional and state agencies to advance sustainability principles, plans, and policies established; and seek information from other organizations to aid in the development of strategies, programs and initiatives that will further the sustainability goals established by the Council by policy or budgetary support of administrative programs.

Members: Lynn Stoddard, William Lennon, Kristen Schwab, Matthew Hart, Shawn Santasiere, Kay Holt, Richard Miller, Paul Shapiro, Susannah Everett

Staff: Virginia Walton, John Carrington

Town Historian

The Town Historian is an invaluable resource. The voluntary position was created in August 1991 to provide information and advice on the Town's history to the community, historical societies and local government. All books and materials published by the Mansfield Historical Society are reviewed and worked on by the Town Historian. The position is a labor of love and is research intensive. Those interested in serving as the next Town Historian are asked to call 860-429-3336.

Member: Roberta Smith

Town/University Relations Committee

The Town/University Relations Committee was established in 1992 with a mission to promote and sustain positive relations between the University of Connecticut and the larger Mansfield community. The committee is comprised of representatives from both the Town and UCONN, and is co-chaired by the Mayor and a University representative.

Members: : Paul Shapiro, Nancy Silander, Sgt. Richard Cournoyer, Mark Sargent, Elizabeth Patterson, William Simpson, Matthew Hart, Paul Aho, Douglas Kaufman, Michael Kirk, William Wendt, John Armstrong, Hans Rhynhart, Michael Gilbert, Jason Coite, Bev Wood, Daniel Byrd, Joy Sgobbo

Staff: Maria Capriola, Linda Painter, Cynthia van Zelm

Transportation Advisory Committee

The Transportation Advisory Committee is composed of Town Council members, Planning and Zoning Commission members, staff members and citizens at large. The Committee helps advise the Council and staff on Town and Regional transportation matters.

Members: Paul Aho, Janet Freniere, Ross Hall, William Ryan, Alex Marcellino, Peter Milman, Herman Gupta, Michael Taylor, Lon Hultgren, Kristine Nowak
Staff: Matthew Hart, Linda Painter, John Carrington

Youth Services Advisory Board

The Youth Service Advisory Board was established in 1978 with a mission to provide advocacy, leadership and direction. The Committee meets monthly with staff of the Youth Service Bureau (YSB) and the Director of Human Services to review and provide guidance regarding program activities. Membership of the Committee includes students, school administrators, public safety officials, and residents.

Achievements for FY 2014-2015:

- Provided advocacy, leadership and direction for YSB programs, activities and grants.
- Integrated Early Childhood Services into Youth Services.
- Supported collaboration with the Community Center, library, and schools.

Plans for FY 2015-2016:

- Advocate for additional staff.
- Continue to provide oversight to ensure that comprehensive services are provided to YSB clients through the Human Services Department.
- Assist in recruiting additional Advisory Board members.
- Advocate for continued outreach to the schools.



Members: : *Members:* Christine Lee, Eileen Griffin, Ethel Mantzaris, Candace Morrell, Charles Leavens, Trooper Stephen King, Frank Perrotti
Staff: Pat Michalak

Zoning Board of Appeals

The Zoning Board of Appeals (ZBA) is established by state statute to hear appeals and to vary the application of Zoning Regulations in cases where enforcement of the regulations would result in exceptional difficulty or unusual hardship. However, variances granted by the ZBA must always be in the "spirit" of the Zoning Regulations, and courts have ruled that the ZBA cannot consider economic hardship as a possible justification for granting a variance. The ZBA has five members elected at-large to four-year staggered terms, as well as three alternatives appointed by the Town Council to serve two-year terms. Hearings are normally held once a month, and anyone needing a hearing must first obtain a referral from the Zoning Agent. Because of legal notice requirements, applications should be submitted at least 16 days prior to a scheduled meeting date. Although the ZBA rules on appeals from the decisions of the Zoning Agent, appeals from decisions of the Planning and Zoning Commission (PZC) itself are not heard by the Board and are made directly to Connecticut Superior Court. As a quasi-judicial body, the ZBA must conduct public hearings before ruling on an application, and four of its five members must concur for most actions. Persons wishing to appeal a decision of the ZBA may take the appeal directly to Superior Court.

Members: Sarah Accorsi, Shirley Katz, Alicia Welch, Rick Brosseau, Robert Stearns, Tom Ward, Divid Litrico

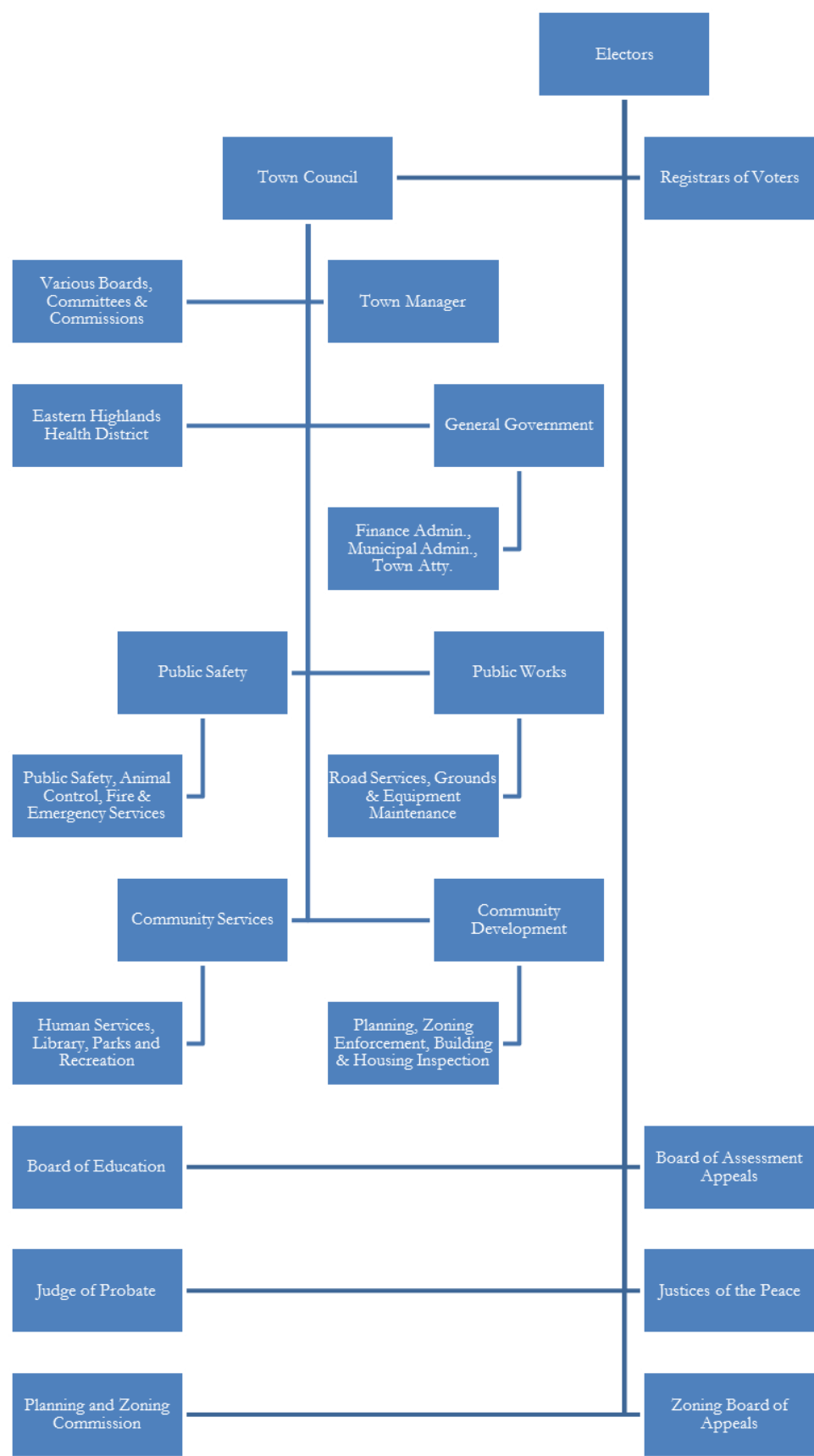
Advisory Committee on the Needs of Persons with Disabilities/ADA Grievance Committee

The Committee on the Needs of Persons with Disabilities was founded in 1976 and became an official Town committee in 1982. The Committee has been instrumental in improving conditions related to accessibility and inclusion for all residents of Mansfield. This Committee also serves as the ADA Grievance Committee which hears and investigates grievances and other concerns filed against the Town under the Americans with Disabilities Act (ADA).

Members: Kristopher Perry, Imanuel Wexler, Fred Goetz, Carole Masters, Tammie Meyers

Staff: Pat Schneider

Town Organizational Chart



Information Directory

For Information On...	Call...	Phone
Accounts Payable	Finance	860-429-3345
Assessment	Assessor	860-429-3311
Birth Certificates	Town Clerk	860-429-3302
Building Permits	Building Office	860-429-3324
Cemetery (Town)	Sexton	860-429-3302
Community Center	Parks & Recreation	860-429-3015
Death Certificates	Town Clerk	860-429-3302
Dog Licenses	Town Clerk	860-429-3302
Dog & Animal Problems	Animal Control Officer	860-487-0137
Elderly Municipal Agent	Human Services	860-429-3315
Emergency Management	Emergency Management	860-429-3328
Employment	Human Resources	860-429-3336
Engineering	Engineering	860-429-3334
Finance	Finance	860-429-3345
Fire Emergencies	Fire Department	911
Fire - Non-Emergencies	Fire Department	860-429-3328
Fire Marshal/Fire Prevention	Fire Marshal	860-429-3328
Health Matters (Public)	Health Department	860-429-3325
Housing Authority	Housing Authority	860-487-0693
Housing Inspection	Housing Inspection	860-487-4440
Human Services	Human Services	860-429-3315
Information Technology	Information Technology	860-429-3355
Inland Wetlands	Parks and Recreation	860-429-3015 x204
Land Records	Town Clerk	860-429-3302
Library	Mansfield Public Library	860-423-2501
Marriage Licenses	Town Clerk	860-429-3302
Parking Tickets	Tax Collector	860-429-3374
Parks	Parks and Recreation	860-429-3015
Planning	Planning & Development	860-429-3330
Police Emergencies	Police Department	911
Police - Non-Emergencies	Police Department	860-429-3360
Probate Court	Judge	860-871-3640
Purchasing	Finance	860-429-3345
Recreation	Parks and Recreation	860-429-3015
Refuse & Recycling	Engineering	860-429-3333
Registration of Voters	Registrar of Voters	860-429-3368
Roads	Public Works	860-429-3676

Information Directory Continued

For Information On...	Call...	Phone
Sanitary Inspection	Health Department	860-429-3325
School Business Manager	Finance Director	860-429-3345
Senior Center	Senior Center	860-429-0262
Senior Transportation Services	Senior Center	860-429-0262
Snow Removal & Streets	Public Works Garage	860-429-3676
Taxes	Collector of Revenue	860-429-3306
Transfer Station	Transfer Station	860-429-7189
Transportation	Nash-Zimmer Transp. Center	860-429-3312
Tree Warden	Public Works	860-429-3676
Voting	Registrar of Voters	860-429-3368
Youth & Family Services	Youth Services	860-429-3317
Zoning Enforcement	Planning and Development	860-429-3341

Department Email Directory

Department	Email Address
Animal Control	ACO@mansfieldct.org
Building	BldgDept@mansfieldct.org
Downtown Partnership	vanZelmCA@mansfieldct.org
Eastern Highlands Health District	EHHD@mansfieldct.org
Emergency Management	OEM@mansfieldct.org
Facilities Management	Allen.Corson@mansfieldct.org
Finance	FinanceDept@mansfieldct.org
Fire and Emergency Services	FireDept@mansfieldct.org
Fire Marshal	FireMarshal@mansfieldct.org
Human Resources	HR@mansfieldct.org
Human Services	HumanServ@mansfieldct.org
Information Technology	ITdept@mansfieldct.org
Library	MansfieldLibrary@mansfieldct.org
Parks and Recreation	Parks&Rec@mansfieldct.org
Planning and Zoning	PlanZoneDept@mansfieldct.org
Public Works	PublicWorks@mansfieldct.org
Registrars of Voters	RegVoters@mansfieldct.org
Town Clerk	TownClerk@mansfieldct.org
Town Manager	TownMngr@mansfieldct.org
Youth Services	YouthServ@mansfieldct.org

Town Council Members

Contact Information

Paul Shapiro, Mayor	shapiropm@mansfieldct.org
William Ryan, Deputy Mayor	bonbill@charter.net
Stephen Kegler	skegler@prodigy.net
Peter Kochenburger	kochenburgerp@mansfieldct.org
Alexander Marcellino	marcellinoa@mansfieldct.org
Antonia Moran	morant@mansfieldct.org
Virginia Raymond	v.raymond@outlook.com
Mark R. Sargent	msargent920@gmail.com
Ben Shaiken	shaikenb@mansfieldct.org

Justices of the Peace

Contact Information

Brian R. Ahern	860-429-5233	Roswell G. Hall III	860-456-1027
Larry Alan	860-477-0293	April A. Holinko	860-429-4449
Stephen M. Bacon	860-487-1842	Carol W. Lewis	860-429-7882
Peggy Beckett-Rinker	860-429-8182	Allan R. Maines	860-429-5050
J. Wesley Bell	860-455-0545	James R. Mark	860-465-2788
Kelly A. Chicoine	860-933-2269	Doryann Plante	860-450-0696
Andrea J. Epling	860-208-4415	Holly E. Rawson	860-429-5233
Kathy E. Fratoni	860-477-0585	Chandler H. Rose	860-423-3700
Sharry L. Goldman	860-423-2381	Judith Ann Stein	860-786-7678
Edward C. Hall	860-617-5399		